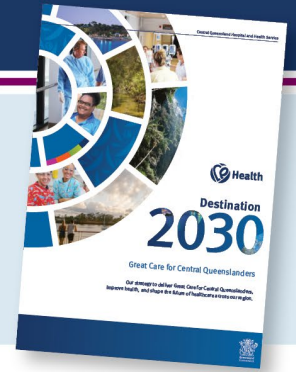


Chief Finance Officer, Assets and Commercial Services

Our Destination 2030: Great Care for Central Queenslanders strategy will shape the future of healthcare across our region and support our aim for Central Queenslanders to be amongst the healthiest in the world. Great staff working in great teams with a culture of supporting and investing in our people's future. Find out more visit online

www.health.qld.gov.au/cq/destination-2030

Great People, Great Place to Work



Role Details

Role Title	Chief Finance Officer, Assets and Commercial Services	Classification	HES2 (H)
Status	Contract (Three years)	Salary	\$224,090 - \$242,128 p.a.
Unit/Facility	Executive Leadership Team	Total Package	Up to \$276,661 p.a.
Location	Rockhampton	Contact	Ms Sarah Buckler, HardyGroup +61 (0)429 486 740
Job Ad Reference	RK4J600754 H24_4963	Closing Date	Sunday, 24 November 2024

*Please note there may be a requirement to work at other facilities located across Central Queensland Hospital and Health Service

Finance, Assets and Commercial Services

The Finance, Assets and Commercial Services unit comprises the functions of finance, corporate governance, asset utilisation and management, infrastructure and redevelopment, business analysis and decision support, information and technology, legal risk management and a number of support functions such as travel, accommodation and security.

The Opportunity

As a member of the CQHHS Executive Team, you will contribute effectively to the Central Queensland Hospital and Health Service Board's strategic agenda. This will encompass the delivery of safe and equitable health services, and to be a partner in the delivery of a wider range of services to the population of Central Queensland with the intrinsic intention of improving the health of the population.

The CFO provides leadership for the financial management of the organisation. Through influence, the CFO will ensure a proactive approach in the management of budgets, the delivery of savings programs, and increasing income to ensure that the organisation continues to be viable and deliver surpluses for reinvestment. The position holder will provide the necessary overview of financial practices across the organisation, ensuring that the business units have the freedom to manage within a financially stable environment.

CQ Health
Living our values

Care

We are attentive to individual needs and circumstance

Integrity

We are consistently true, act diligently and lead by example

Respect

We will behave with courtesy, dignity and fairness in all we do

Commitment

We will always do the best we can all of the time



The Chief Finance Officer (CFO), Assets and Commercial Services is responsible for leading the full range of functions within its portfolio. It is expected that the position holder takes a strategic approach to the management of these functions to ensure that they support the organisation and drive added value to the business.

The CFO has a key responsibility to advise the Board on performance against a key set of financial and performance indicators. This performance reporting role extends to a performance management role as the CFO leads the business unit performance reviews on a monthly basis.

Staffing and Budget Responsibilities

This position reports directly to the Health Service Chief Executive and is responsible for the management of the CQ Health annual operating budget of approximately \$771 million. It is also responsible for a staffing establishment of approximately 164 full time equivalent Finance, Assets and Commercial Services Division staff with a discrete operating budget of approximately \$48 million.

Total Package

- 12.75% employer superannuation contribution
- Annual leave loading 17.5%
- Salary packaging
- Motor vehicle allowance
- Work/life balance, variety, and flexibility
- Employee Assistance Program

The Role

Leadership

- Provide strategic leadership and influence decision making as a key member of the CQ Health Executive Team.
- Provide executive level sponsorship of organisational wide initiatives, projects and priorities impacting the delivery of health services.
- Communicate a vision that generates enthusiasm and commitment and recognises and rewards behaviour that is aligned to the vision and lead, foster and develop a working environment which actively promotes a collaborative performance and values-based culture.
- Build and implement sustainable systems that support and facilitate effective financial management for CQ Health.

Financial functions

- Provide strategic financial advice to the Health Service Chief Executive and the Executive Management team in all aspects of financial management, reporting and performance.
- Lead the preparation of statutory reporting for the Health Service.
- Provide advice to the Board and Executive Management Team on the effectiveness of accounting and financial management information systems and financial controls in meeting statutory and departmental requirements.
- Provide advice concerning the financial implications of, and financial risks to, CQ Health's current and projected services.
- Develop and maintain a robust approach to budget setting, budget monitoring and sustainability planning in partnership with key clinical and other stakeholders.
- Ensure staff engagement in the budget setting process with a strong focus on clinical engagement.
- Maximise income development opportunities.

Capital Works

- Ensure the development of a robust strategic capital planning process which links to the development of a strong clinical service strategy.
- Take the lead role in the management and implementation of the Capital Works Program ensuring works undertaken are delivered on time, within budget and according to quality standards.

Strategic Procurement

- Provide strategic advice, direction, improvement and coordination of major procurement opportunities and review and establish priorities those opportunities.

People Management and Continuous Improvement

- Provide professional leadership and build a competent team, driving and building the framework for continuous development of staff to ensure superior performance across portfolio units.
- Maximise effectiveness by selecting, developing, managing and motivating a high performing team.
- Clearly define role expectations, monitors performance, provides timely and constructive feedback and facilitates employee development.

Quality, Safety and Risk

- Provide leadership of and take accountability for meeting CQ Health's Quality, Safety and Risk objectives and the National Safety and Quality Health Service (NSQHS) Standards in relevant areas of responsibility.
- As a member of the Executive Management Team ensure wide compliance with service quality standards, occupational health and safety legislation, policies and procedures.
- Ensure timely and robust clinical coding takes place to enable a strong focus on the use of data for clinical engagement and improvement of efficiency and to ensure CQ Health is fully recompensed for the work we do.

Other Accountabilities

- Provide ethical decision making in the achievement of organisational goals, values and brand image.
- Provide executive level leadership in the delivery of CQ Health wide services, including:
 - Asset management
 - Legal services
 - Information Technology
 - Whole of enterprise risk management systems, including security services
 - Travel (patient and staff).
- Ensure appropriate governance and management systems are in place to effectively manage the services in accordance with relevant legislation and policy frameworks.
- Understand the broad responsibilities for safety and quality in healthcare, and actively participate in continuous quality and safety improvement activities within the workplace.
- Uphold the principles and practices of CQ Health's Health and Safety Management System in accordance with legislation and industry standards. Actively promote good health and safety practices to staff in your area.

Mandatory Qualifications / Professional Registration / Other Requirements

- **Mandatory qualification/s:**
- Membership of a recognised Accounting professional body.
- Appropriate management and senior leadership experience in a similar sized organisation, with health sector expertise highly regarded.
- **Non-mandatory qualifications/requirements:** Relevant health or management post graduate qualifications highly desirable.
- **Proof of identity documents:** Candidates must provide certified copies of requested proof of identity documents for the purposes of General Criminal History and National Police Certificate checks.
- **Shift work:** Appointee will be required to participate in an Executive on call roster.
- **Licence to operate vehicle:** This position requires the incumbent to operate a class C motor vehicle and an appropriate licence endorsement to operate this vehicle is required. Proof of this endorsement must be provided prior to the commencement of duty.
- **Travel:** Travel throughout the health service, including overnight stays, may be required as part of this position.

How you will be Assessed

You will be assessed on your ability to demonstrate the best fit for the role. Within the context of the responsibilities described under 'The Role', the ideal applicant will be someone who can demonstrate the following:

- Strategic, analytical and innovative skills in program planning, management and delivery, particularly in relation to a regional environment.
- Experience in the successful provision of the financial management and procurement functions, including leadership, and the provision of strategic professional advice and recommendations within a large, complex organisation.
- Significant leadership skills to drive activities that support organisational and operational sustainability and engender a culture of accountability, transparency and achievement, demonstrating a commitment to achieving outcomes.
- Capacity to lead, foster and develop a working environment which actively promotes a collaborative performance and values-based culture.
- Experience in the development and implementation of disaster planning, emergency management, or emergency preparedness.
- Highly developed strategic skills to manage contemporary physical, financial and human resource issues.
- Advanced skills in negotiation, consultation, communication and interpersonal skills including the ability to deal with the competing needs of various government, non-government and community stakeholders.
- Outstanding personal qualities consistent with the Queensland Health and CQ Health core values.

Organisational Structure

