

Poari o Te Pūkenga Work Based Learning Limited

Whakamāramatanga Tūnga Mahi | Position Description

Position title	Poumatua Ahumoni Chief Financial Officer
Reports to	Tumu Whakarae Chief Executive
Duration	Fixed Term to 31 July 2023
Location	Flexible

Aronga Roa | Our Vision

He akoranga whaihua – kia waihanga i te ao o āpōpō Learning with purpose, creating our futures.

Aronga Nui | Our Purpose

Te Pūkenga provides excellent and quality education opportunities that support learners, employers and communities gain the skills, knowledge, and capabilities Aotearoa needs now and for the future. Learners and their whānau are at the centre of all we do.

Aronga Mātauranga | Our Educational Priorities

We have five educational priorities. They support us to meet our legislative requirements, and will guide our work over the next few years:

- A relentless focus on equity and ensuring participation – we honour and uphold Te Tiriti o Waitangi in all we do.
- Delivering customised learning approaches that meet the needs of learners and trainees wherever they are.
- Using our size and scale to strengthen the quality and range of education delivery throughout Aotearoa. Excellence in educational provision for all.
- Services that meet the specific regional needs of employers and communities.
- Transition educational services in a smooth and efficient manner.

Role Description

Kaupapa | Purpose

Reporting to the Chief Executive, Work Based Learning, the Chief Financial Officer actively contributes to the development and achievement of the strategic agenda. Works with the WBL Executive Leadership team and business division Directors and Finance leads to establish a collaborative way of working resulting in a shared approach across the divisions. This is a strategic role in the overall financial management of the Work Based Learning subsidiary.

Ngā Mahi | Do

This role will be responsible for:

- Overall guidance and co-ordination of the Finance functions for Work Based Learning.
- Actively engage the CFO and Finance Manager network to keep them informed and provided with opportunities to co-design appropriate activities.
- Providing the Financial Reporting and forecasting function to Board level.

- Develop and implement appropriate reporting, insights and monitoring processes and continually review.
- Review and comply with appropriate Te Pūkenga finance policies, procedures, delegated authorities and OFP parameters in respect of financial, capital and lease related matters.

Pūkenga | Have

To be successful in this role you will have:

- Significant Experience in Senior Finance roles where full responsibility is held for the delivery of financial processes and services (15-20 years).
- One or more degree level qualifications or above in Accountancy, including membership of CAANZ or equivalent
- Understanding of and experience in New Zealand Public Sector Finance
- Excellent interpersonal skills and proven ability in developing relationships across a business and the ability to influence at senior levels in an organisation
- Strong strategic and analytical skills, and proven application of these to achieve strong performance
- Strong commercial acumen
- Resilient, business minded and collaborative
- Proven experience in leading a portfolio or team through significant change and transformation
- Highly desirable is an extensive WBL and vocational education knowledge with clarity on the workings of WBL and Te Pūkenga

Waiaro | Be

The successful candidate will be:

- Confident and values-based with a good sense of humour and care and consideration for their and others resilience and well-being.
- Highly collaborative and welcoming of diversity of thought and contributions from others, especially to provide for equitable opportunities.
- Highly self-motivated and results-focused, with a pragmatic and positive attitude You will happily work autonomously, confident of your ability to deliver high quality work in an ambiguous and rapidly changing environment with tight deadlines.
- Highly adaptive and willing to apply your skills and contribution to a wide range of diverse needs.
- Engaged and dedicated to the opportunities of the vocational education reform, together with the commitments sought in the Charter for Te Pūkenga, including Te Pae Tawhiti (Tiriti Excellence Framework).
- An excellent communicator who enjoys working with a broad team made up of people with different skill sets, yet a common purpose and determination for positive outcomes for Te Pūkenga.