

## Person Specification

<b>Job Title:</b>	Head of Finance
<b>Band:</b>	8D
<b>Responsible to:</b>	Managing Director
<b>Department:</b>	Transformation and Commissioning Team

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> <li>Expert knowledge of NHS financial accounting procedures and legislation</li> <li>CCAB Qualification</li> <li>Master's Degree or equivalent experience.</li> <li>Evidence of further specialist training and continuing professional development</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>Exceptional level of post qualification experience with advanced practical and theoretical knowledge in the field of financial planning and strategy and Business Case development</li> <li>Significant number of years' experience in a strategic finance and leadership role within the NHS or a large complex organisation.</li> </ul>	<ul style="list-style-type: none"> <li>Experience in a Mental Health service provision</li> <li>Working with NHSE regional teams</li> <li>Working with a group of organisations each with their own sovereignty and governance processes, which are working together on shared vision, objectives and plans;</li> </ul>
Skills & Abilities	<ul style="list-style-type: none"> <li>Well-developed persuasive, influencing and negotiating skills.</li> <li>Ability to challenge information and explanations from others who may be experts in their field.</li> <li>High level facilitation skills</li> <li>Ability to make decisions autonomously, when required, on difficult issues, working to tight and often changing timescales.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Excellent skills at partnership working and developing relationships with a number of key bodies and individuals.</li> <li>• Able to interpret complex information and identify areas of focus and critical action.</li> <li>• Ability to communicate complex statistical and /or highly sensitive reports and messages to a diverse range of people.</li> <li>• Able to advise CFOs and senior finance managers and persuade them to a particular course of action.</li> <li>• Excellent communication skills in all formats</li> <li>• Ability to present complex financial complex in a way that senior non finance managers can understand.</li> <li>• Good at self-managing coupled with ability to delegate and achieve through others in motivational, effective and supportive manner.</li> </ul>	
<p>Knowledge &amp; Understanding</p>	<ul style="list-style-type: none"> <li>• Expert knowledge of NHS finance and accounting procedures</li> <li>• Expert knowledge of NHS finance policies and legislation</li> <li>• Sound understanding of the NHS plans and the role regions have in them.</li> <li>• Understanding of the public sector and awareness of the relevant social and political environments and impact on the health economy</li> <li>• Understanding of NHS Plans and the role ICS / STPs play in the region.</li> <li>• Understanding of the relationship between specialist regional commissioning, and community &amp; CCG commissioning</li> <li>• Expert knowledge of the NHS Standard Contract</li> </ul>	

	<ul style="list-style-type: none"> <li>• Good business sense and commercial acumen</li> </ul>	
Physical Requirements	<ul style="list-style-type: none"> <li>• Ability to travel across sites in the East of England area</li> <li>• Sitting for prolonged periods using a Computer</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Ability to work flexibly from the normal working pattern (including out of hours / occasional weekend) to meet service needs.</li> </ul>	

The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The Trust believes in treating everyone with dignity and respect and encourages applications from all sectors of the community. We guarantee an interview to candidates with disabilities who meet the minimum essential criteria.