Job Title
Finance Director – 6B
The Role
The Finance Director is responsible for discharging strategic financial management and financial control for the Charity to ensure the long-term financial sustainability of TCV. This role is also accountable for a viable growing TCV commercial and business model. As a member of Leadership Team, the role will work in partnership with the Board and fellow Leadership Team members to execute the Charity's strategy - 'Better Nature for All'. This requires clear communication, building a positive One TCV culture and having oversight of business partnering activities between Finance and other directorships, specifically Operations.
Key Responsibilities
• Lead the Financial planning, monitoring and performance and advice and report to the Board, CEO and LT on all financial matters from a strategic perspective. • Externally focused, leading the long-term financial sustainability of TCV and be accountable for a viable growing TCV commercial and business model. • Recommend change to the Finance Director and LT that will improve TCV finances performance and reduce TCV financial risk. • Lead TCV's Programme of work to improve TCV Commerciality and underlying business model. • Fulfil the role of company secretary, and responsibility for all associated governance, ensuring all legal and regulatory compliance and accurate reporting to Companies House and the Charity Commission. • Attend TCV Audit and Risk Committee and Board of Trustee and liaise with the Chair of ARC around financial control, audit, financial risk and ad hoc issues. • Direct and control finance staff to ensure that they are appropriately motivated and developed and so that they carry out their responsibilities to the required standard. • Contribute to the achievement of the charity's objectives by providing advice and guidance on strategy which links to finance, income and TCV commerciality and underlying business model. • In partnership with Leadership Team, ensure that all financial targets are met. • Monitor the charity's financial performance on a regular basis, inform the leadership team of this performance, and indicate to the leadership team when action might be required to modify performance. • Develop and implement a risk management framework and associated assurance functions for TCV financial risk. • Ensure TCV has adequate Insurance cover managing and considering the balance of cost and the quality of the annual insurance. • Strategically assess the simplicity of current processes and procedures between Operations and Finance and drive forward a culture and practice of simplification and efficiency. • Assume overall responsibility for the charity's policy statements, and for the periodic review of these policies. • Monitor major external contracts and services provided by financial and other central suppliers to ensure that these are operating effectively and provide the best value to the charity. • Lead the charity's relationship with suppliers such as banks, insurance providers, pensions advisers, and with Companies House and the Charity Commission. • Take the lead on negotiations of matters such as our owned property.

- Overseeing the delivery of finance programmes and projects, such as the transformation of the underlying business model and commercial roadmap as part of transformation.
- Take a lead for legal support in relation to leases and or grant agreement, contracts and the system and processes associated to these.
- Carry out all necessary actions to ensure that the charity meets its financial and legal obligations.
- Lead/subject matter expert for finance specific to charity that has commercial activities and be that lead for commercial development.
- Oversight/broader programme management of finance programmes.

Person Specification

- Extensive experience in a senior finance role, preferably in the Charity sector, I all aspects of accounting and finance.
- Management responsibility for a Finance team.
- Analyse complex information to make informed financial judgements and justify decisions/recommendations and present these in an engageable way.
- In-depth understanding and experience of cash flow management, bank reconciliation, debt collection, management accounts, grant/contract monitoring, audit, annual reports, budgeting/business planning and risk management.
- Ability to consistently and supportively lead, motivate and empower a team in a commercial or not-for-profit environment.
- Excellent proficiency in accountancy software and its use in making processes more efficient and effective.
- Ability to have oversight of a business partnering model to provide value-add delivery to organisation.
- A sound understanding of Charity governance and reporting.
- Experience of overseeing the delivery of finance programmes.
- Hold a financial qualification (ACA, CIMA or ACCA) or equivalent experience (essential).
- Excellent influencing and negotiating skills.
- Company Secretary / Governance qualification desirable.
- Excellent proven communications skills.

Core Skills and Knowledge	**Size and Scope**
The skill level for this role is Expert: • Understanding TCV and the Strategy • Valuing diversity and integrity • Leading People and Building Talent and Capability • Communicating Effectively • Delivering Results • Building Effective Relationships • Effective Decision Making • Working Effectively and as One Team	**Department** – Finance Team and newly formed Finance Directorate. **Location** – Hybrid Office (ideally 2 days) and homebased, including ad-hoc travel. **Reports to:** CEO **Line/Matrix Management Responsibilities** – Leads the Finance team **Scale/Budget** – Whole charity
Regulatory Requirements	**TCV Values**
• Adherence to TCV policies and procedures, including GDPR, Health and Safety and Safeguarding. • Safeguarding is everyone's responsibility, and all employees are required to act in such a way that always safeguards the health and wellbeing of children and	• Make stuff better. • Make a positive environmental impact. • Crack on and muck in. • Make a difference. • Be the best that we can be.

vulnerable adults. Familiarisation with, and adherence to, the organisational Safeguarding Policies and procedures is an essential requirement of all employees as is participation in related mandatory training. • Data Protection. • Standard Criminal Record Check and Self Disclosure.	A behavioural framework accompanies our Values that allow us to measure how we will demonstrate these through or day-to-day work. The framework forms part of our annual performance and development review (APDR) process.