Finance Business Partner – 12-month maternity cover

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| **Budget:** | *N/A* | **Function** | *Finance Business Partnering* |
| **Role Reports to:** | Head of Commercial Finance | **Direct Reports** | None |
| **Our Purpose** | | | |
| Simplyhealth is a 150-year-old business with an amazing heritage and history of changing healthcare in the UK. It is continually modernising, as reflected by the recent award to B-Corp status; something that is very important to our customers and to our people.  With an ever-increasing strain on the NHS, and a cost-of-living crisis, the products that Simplyhealth offer are needed more than ever before. But Simplyhealth have bigger ambitions than that. We want to improve access to healthcare for everyone in the UK – we are not just about the wealthy who can afford to go privately, we want to democratise healthcare in terms of cost but also accessibility to ensure that as many people as possible, can access the healthcare they need. Specifically, we want to improve access to healthcare for all in the UK to:   * Lead your best life * Prevent you from getting a disease you’re at risk of * Access the best in care (digital where possible, physical where necessary) * Manage your long-term condition   To achieve this, we are embarking on a radical transformation to deliver this ambitious goal. With a trusted brand and a strong heritage in healthcare, we think we are uniquely placed to help change the landscape of healthcare in the UK.  The ambition is to support customers (individuals, corporates, collectives) on their personal health journeys through a mix of services, personalisation and commerce offers that link together the physical and digital worlds, by creating tools and products that support wellness in a bespoke way based on individual need.  The scale of this ambition and transformation is significant and requires energetic, ambitious, and digitally minded leaders to deliver against it. The challenge will be delivering a radical overhaul in all areas of the business from product, technology, and people, balancing the needs of today with our ambitious future destination. Being comfortable with ambiguity, able to execute at pace, and having the energy and passion to deliver against an ambition of this scale are essential attributes for any leader joining us. | | | |
| **The Role** | | | |
| The Finance Business Partner will work in close partnership within business stakeholders providing financial acumen and guidance and support with business planning, forecasting, management of expenditure, commercial analysis and supporting good decisions. Supporting in driving the growth agendas, shaping better customer propositions, and creating highly effective and lean sales and service organisations, with clear alignment to Simplyhealth’s core objective: Together we are easy to do business with, helping us to digitally serve more people in a profitable way. They will provide great diagnostics, insight, challenge, and advice for commercially led operational and strategic debate, choices, and decisions, which will be underpinned by excellent financial governance through policy enforcement and service provision.  Provide timely and relevant performance reporting and analysis, assisting stakeholders to understand business performance compared to plan and expected performance levels of Business Units and/or the Group.  Support management in developing credible (re)forecasts and remedial action plans required to recover performance to plan.  Work with stakeholders to understand the financial position of their part of the business, plan, and account accurately for operational expenditure and resolve questions/issues related to financial transactions.  Contribute to the ongoing development and enhancement of the reporting of Business Unit and/or Group profitability, with a particular focus on contributing to the identification of costs derived at an activity level to aid decision making and profit generation.  Assist with the development of finance systems through the development of functional requirements, testing of new developments and identification of new opportunities.  Helping to create and sustain a cohesive and collaborative finance organisation with a strong sense of purpose, resilience, and capabilities to partner the leadership team through business evolution and change.  As a member of the Finance Team, building and supporting an environment where collaboration leads to dynamic partnerships and where diversity of perspectives is encouraged, a “can do” culture exists, ideas are shared, and challenge embraced; enabling the Finance Organisation to develop and innovate together to create robust, sustainable solutions and outcomes for the longer term.  The role holder will be confident in their skills and ability, operating mostly within familiar areas and boundaries of their role.  They will have ownership for achieving and improving personal performance, acting on opportunities in their role and seeking new opportunities to develop. A focus will be on achieving personal goals/daily targets and having a personal impact on the goals set for the wider team. They will be open to personal feedback and work on leveraging strengths in their development areas whilst building positive relationships with team members and stakeholders, showing an awareness of different perspectives and styles. They will be confident to speak up in meetings and state their opinions, spotting opportunities and escalating issues to improve their own performance and processes and costs at team level. They will follow well defined priorities within a given framework and manage with a small degree of ambiguity and will have a clear understanding of how their role fits into the bigger picture and show curiosity to understand the bigger picture | | | |
| **Your Responsibilities & Accountabilities:** | | | |
| 1. Develop finance/business relations working alongside the Commercial Finance Manager 2. Preparation of monthly accounts and supporting the Commercial Finance month end process 3. Review and management of the monthly business area P&L performance: acting as both the primary contact (where appropriate) or supporting the Commercial Finance Manager in delivering this service (where appropriate) 4. Assist in the preparation and recording of project and business case commercials. 5. Working with the Commercial Finance Manager to deliver the budget and forecasting process to support Business Planning 6. Provide the commercial acumen to support the relationship between Head of Finance Business Partnering and the Business Unit directorate. 7. Supporting the central finance function in delivery of month and year end accounting, alongside assisting with day-to-day queries and support requirements 8. Complete and maintain resource reporting – including the FTE/headcount reconciliation process. 9. Work closely with accounts payable and credit control teams to ensure the PO Log is maintained and updated. 10. Work with the Commercial Finance Manager to proactively identify and develop operational and commercial opportunities and improvements. 11. Support the Commercial Finance Manager in delivering and enhancing the product and channel profitability model, identifying ways to establish valid and useful costing data. Analyse and evaluate the outputs to provide insights upon which the business can strive towards reaching its cost challenges. 12. Work with the Commercial Finance Manager to understand and develop product and membership reporting and technical aspects to help raise commercial awareness. 13. Work with other members of the Reporting Team to aid in the completion of ad hoc and month end reporting, ensuring a high quality and standard is maintained. 14. Liaise with both financial and non-financial stakeholders to feedback information from the business, share learnings/understandings, utilise each other’s skills and draw upon the expertise from around the business to aid self-development. 15. Ensure that you work in a safe manner and remain up to date and comply with the Health & Safety policy statement and procedures and report any incidents to your line manager. | | | |

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| **Key Connections:** |
| 1. Director of Commercial Finance 2. Head of Finance Business Partnering 3. Commercial Finance Manager 4. Heads of department (Business Functions and Product teams) 5. Other colleagues within the business |
| **Key Experience & Skills:** |
| 1. Some experience of providing Finance support to a business function, with finance/accounting experience, including formulating financial targets and budgets in accordance with the Board strategies. 2. Demonstrable experience in optimising financial performance 3. Commercially astute and able to develop costing models and pricing strategies to drive business growth and improve cash flow. 4. Finance business partnering skills, specifically the analysis and presentation of financial information. 5. Self-confident individual, with sufficient gravitas and experience to command the respect of senior managers within the business unit. 6. Good analytical and evaluative skills/judgement. Ability to filter, prioritise, analyse and validate potentially complex and dynamic material. 7. Knowledge of the insurance industry would be an advantage. 8. Be qualified or close to completing a relevant accountancy qualification (CIMA, ACCA, ACA)   . |
| **Our Values** |
| Health and access to healthcare have never been more important. With this comes endless exciting possibilities for innovation and growth. The market is evolving quickly, so we need to ensure our customers have access to the leading-edge health solutions they expect and deserve, now and for generations to come.  **We’re living in extraordinary times…**    By reinventing ourselves, we will reach more customers, giving them increased access to affordable healthcare and unlocking our growth potential. This next chapter is about transformational change for us.  This is our chance to get ahead and stay ahead. We will ensure our commercial success by moving into new areas of healthcare, and leading with preventative, breakthrough solutions. We will use innovative digital tools, embracing technology to create new partnerships and opportunities. We are passionate about helping every generation lead better lives and get the care they need in real time.  **This is our time to survive, drive and thrive…**  To make this a reality, we need to challenge our ways of working, whilst keeping the customer at the heart of everything we do. To *really* make a difference, it’ll take every single one of us across Simplyhealth to step up.  **Our cultural movement...**  To act with **courage and curiosity**, so we can unlock the opportunities to help customers, colleagues, and communities. To operate with **trust and kindness**, working alongside customers, delivering what they need to live their best lives, as well as supporting colleagues as they strive to be their best. Spotlight our passion for **All together healthier**, focusing on self-care and nurturing relationships. We must ensure we are a strong team - one that’s able to build healthier lives for all. We each have an important role to play in this next chapter. Everyone has the freedom to innovate and make a difference for our customers. We need to act at pace and take on newer, braver, creative approaches. We shouldn’t be afraid to fail fast and learn quickly. By being curious and continually pushing ourselves and each other, we will find new and better ways. |
| **Our Behaviours** |
| |  |  |  | | --- | --- | --- | | Courage and Curiosity | Trust and Kindness | All Together Healthier | | ***So we deliver profits for a purpose*** | ***Because our customers, colleagues and communities are at the heart of what we do*** | ***Enabling better health outcomes together*** | | * We make bold decisions and take considered risks, with customer and commerciality front of mind. * We make things happen and keep things simple. * We always take the initiative and hold ourselves accountable for the delivery of great results. * We ask questions and listen intently as every viewpoint and capability counts, and we have the courage to be honest and say what we think. | * We invest in relationships to build trust and rapport. * We listen carefully always trying to find ways to add value. * We treat each other with care, compassion and kindness, celebrating and embracing differences. * We strive to make a difference in society, unlocking opportunities for those in need. | * We help every generation take control of their health. * We start with self-care so we can show up at our best, every day. * We are full of energy and pride in what we do. We focus on self-development to learn and grow, so we can stay up to date and add value. * We innovate and collaborate on our best ideas. Together, we can drive the changes that are needed to help our business grow, and help our customers live their best lives. | |
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| * **We have a ‘smart working’ policy with flexible remote working. However, there may be a requirement to attend meetings at our Hampshire head office in Andover and also attend a variety of meetings in London and other areas of the UK.** * Reasonable role and task flexibility expected.   May be required to lead other business activities or projects in other parts of the Group. |