



**DETMOLD GROUP**

**CHIEF FINANCIAL OFFICER**

**JOB & PERSON SPECIFICATION**

**MAY 2021**

**POSITION DESCRIPTION**

<b>TITLE:</b>	<b>Chief Financial Officer</b>
<b>LOCATION:</b>	<b>Adelaide</b>
<b>RESPONSIBLE TO:</b>	<b>Executive Chairman</b>
<b>DEPARTMENT:</b>	<b>Chairman's office.</b>

**EXECUTIVE PORTFOLIO**

This is an executive level portfolio, and therefore the responsibilities are broad, with accountability for specific business outcomes as well the holistic success and sustainability of the business. The incumbent should lead in the strategic deliverables of the areas under their remit, provide a positive role model as an ambassador of the business, and demonstrate positive leadership across the breadth of the business.

**PORTFOLIO SPECIFICS**

Provide quality and timely advice to the Executive Chairman, Board, CEO and key stakeholders regarding the efficient administration of the business across governance and financial structures including: corporate compliance within the organization's regulatory environment, board management, relationship management with financial, regulatory and external bodies, insurance administration and organization, risk management, business sales and acquisitions and the interpretation of financial accounts.

**KEY RESPONSIBILITIES****Corporate Secretary**

- Attendance at all Board Meetings, providing specialist input, and subsequently compiling and disseminating minutes.
- Ensure timely oversight of progress against agenda items for all board, AGM, and other related meetings.
- Provide high level governance, financial, specialist and ad hoc advice to the Executive Chairman, Board, and relevant key stakeholders of the business.
- Ensure scheduling, coordination and efficient running of all board, AGM, and other shareholder meetings, including the timely distribution of board packs.

**Corporate Governance and risk management.**

- Ensure the timely and accurate lodgement of legal, taxation or compliance documents including lodging ASIC, Tax, FBT, BAS and GST Returns. This includes managing tax minimisation strategies and tax leakage.
- Manage the Company Audit and Group Year End Statutory reporting including Consolidations (Group) and Individual Financial statements
- Drive standards of accounting processes across all Companies
- Lead in the development, review, and provision of advice for significant contracts between the Detmold Group and significant parties.

**Treasury**

- Take the lead role in all banking and leasing arrangements, including relationship management, negotiations, investment of funds, refinancing and taxation policies.
- Drive compliance with broad policies and procedures related to financial reporting, risk management, taxation, and treasury, to guarantee compliance with corporate and legal standards.

## POSITION DESCRIPTION

- Manage banking relationships and arrangements for the Group both within Australia and internationally.
- Oversee all FX management and reporting for the Group.
- Oversee the financial practices and management of the Group Funds.
- Oversee the management of transfer pricing regimes, Corporate fees allocations, Inter Company Loans and Repayment plans
- Manage all Leasing for Group, Australia, and overseas businesses.

### **General Financial leadership, management, and advice.**

- Provide leadership in financial advice and management, appraise the financial position, and collate relevant financial reports for specific entities.
- Ensure the timely renegotiation and commercial management of all Insurance policies and renewals.
- Provide the lead financial support and due diligence for all Business Sales, mergers, and acquisitions.
- Responsible for Direct functional leadership of the Corporate finance team, including management of consultancies, contracts, and legal advisory relationships.
- Work collectively with the **Group General Manager Commercial and Technical** to develop and instil high level professional standards and financial capability across the Group.

### **RELATIONSHIPS AND AUTHORITY:**

- Reports to the Executive Chairman
- Attendance at all Detmold Group Board Meetings
- High level and credible relationships with Company Board of Directors, Executive Peers, and senior leaders of the business
- Professional and credible relationships with Financial Institutions, tax offices and officials, insurance companies, audit, and government authorities throughout multiple jurisdictions.
- Direct leadership for team comprised of Group Financial Controller and Group Financial Accountant.
- Professional relationships/mentoring and coaching with finance leaders across the businesses.

### **QUALIFICATIONS / COMPETENCIES AND RELEVANT EXPERIENCE:**

#### **Specific qualifications and experience**

- Formal professional qualifications (CA/CPA) supported by relevant tertiary qualifications.
- Proven senior/ executive leader specialising in financial management and associated disciplines.
- Financial leadership experience across a global business, and the understanding of the complexities of different jurisdictions.
- Specific experience is required across businesses within Asia with associated understanding of the complexities this brings.
- Significant experience in managing external relationships across financial, government, or other compliance authorities across a range of international jurisdictions.
- Clear ability to grasp multiple strategic business priorities, develop solutions and protect the business in the execution of the outcome.
- Exceptional cross cultural and communication skills, and ability to engage across multiple stakeholders, countries, and cultures.
- Strong focus on ability to identify potential risk for the business & mitigate without adversely disadvantaging or limiting business performance.

## POSITION DESCRIPTION

- Exceptional personal and professional ethics and respect for confidentiality.
- Excellent leadership ability including ability to develop, challenge & mentor to build a high performing support function for the business.

### **Exceptional Organisational and Leadership capability**

- **Focus on results** – Communicates a clear and compelling vision that motivates others to strive for excellence and drive through to completion. Holds self and others accountable for results.
- **Customer centricity** – Balance the needs of the customer with the business in driving decisions.
- **Strategy & vision** – Understands and embraces the Detmold Group vision and converts to action.
- **Navigate complexity and ambiguity** – Can navigate and simplify complexity, create clarity from ambiguity and positively adapt to change.
- **Commercial and business acumen** – Takes a whole of business perspective and drives sustainable commercial results.
- **Organisational and People Development** – Builds capability to drive future business success.
- **Demonstrate courage and humility** – makes sound judgements, backs decisions, and has courageous discussions that encourage growth and issue resolution. Shows personal willingness to learn and grow.
- **Resilience and resourcefulness** – Remain optimistic, rebounds from setbacks, utilises resources.
- **Agility and adaptability** – Show mental and behavioural agility- can integrate new information and adapt to new, novel, and dynamic situations. Includes the ability to work at pace.
- **Influence and impact** – Build strategic relationships to gain traction, remove roadblocks and deliver results through people.
- **Positive Leadership** – Demonstrates a growth mindset across all elements of the business, supporting people and the business to grow and succeed.
- **Authenticity, collaboration, and connection** – builds relationships that foster reciprocal trust and drive collaboration across the business.
- **Upholds company values** – Role models and is uncompromising in the alignment with company values (*focus, passion and persistence, performance, people, leadership, sustainability*)
- **Continuous innovation and improvement** – drive evolution or introduction of best-in-class practices across system, process, people, and product.

### **RESPONSIBILITY STATEMENT**

#### Employees

Employees must take reasonable care to protect their own health & safety while at work which includes wearing personal protective equipment where appropriate and obeying reasonable instructions in relation to health & safety. Employees must also avoid affecting the health & safety of any other person through any act or omission while at work.

#### Managers

A manager of staff shall provide & maintain as far as reasonably practical a safe working environment which includes ensuring equipment is maintained in a safe condition. Managers must also ensure they provide any information, instruction, training & supervision required by their staff to successfully complete a task in a manner that is safe from injury.



## HOW TO APPLY

Applications should be addressed to Andrew Reed and Justin Hinora. Please visit [henderconsulting.com.au](http://henderconsulting.com.au) to apply.

For a confidential discussion, please call (08) 8100 8827.

### **Please Note**

Your application will be automatically acknowledged by a return email.