

Finance Business Partner

The role of the Finance Business Partner is to work closely with the business across assigned portfolios, developing a deep understanding of the business within a financial context. This role works closely alongside the wider finance function to optimise the financial maturity of New Zealand Rugby (NZR).

As NZR aims for significant financial growth over the next 5-10 years, the Finance Business Partner will provide deep financial support to the wider organisation to achieve desired results.

					
Location	Team	Leader	Employment Type	Direct Reports	Span of Control
Wellington	Finance	Head of Finance Business Partnering	Permanent/Full Time	Nil	Nil
Key Stakeholder Groups Internal: Management and Staff, Finance team, Board External: Provincial Unions and Super Rugby clubs, World Rugby, Other National Rugby Unions, Community funding agencies, Suppliers, NZR auditor, Sponsors, External auditors, Supplier of NZR's Financial Management Information System					

What You Do

Management Accounting, Financial Analysis and Reporting

- Support the preparation of NZR's monthly management financial reports and variance commentaries for reporting directly to the Board and Executive/Management teams.
- Maintain an accurate and up-to-date full year forecast based on known permanent variances to budget across assigned business portfolios.
- Lead and promote financial management and awareness across all business units.
- Interpret and analyse financial information to assist key management with business decision making.
- Support the Finance Manager with continuous improvement to the BI reporting system, including building system reports, license management and training.
- Identify of key financial issues/trends in achieving organisational objectives, including risks on income and costs.
- Analyse organisational expenses to ensure costs are minimised.
- Prepare organisational long-term financial projections.
- Review and develop reporting with users to improve business decision making.
- Annual calculations such as Player Generated Revenue and Player Payment Pool.
- Prepare quarterly financial reporting such as the New Zealand Rugby Players' Association of Player Generated Revenue, payments from the Player Payment Pool, and resulting variation ledger account balance.

- Provide support for preparation of RIAC and Board papers as required.

Budget management

- Actively supports the annual budget process including assisting Budget Managers with budget preparation, reviewing outputs and providing justification for all expenditure.
- Provide input into organisational identification, management and reporting of all organisational risks.

Business Partnering

- Lead and promote financial management and awareness across all business units. Provide all Budget Managers with advice and guidance on financial matters including Budgeting; Variance analysis; Commercial contracts; Key projects; and Other financial arrangements.
- Review Commercial viability of new projects and revenue streams.
- Assist with various ad-hoc financial projects, taking the wider business on the journey.
- Maintain organisational financial understanding and capabilities.
- Lead and promote financial management and awareness across all business units.
- Have a deep understanding of relevant portfolio including revenues and expenditure.
- Provide Budget Managers with advice and guidance on financial matters.

Project Accounting

Provide deep financial support and advice to assist with critical major projects including, but not limited to:

- Players' Collective Employment Agreement renegotiation.
- Provincial Union Funding Agreements.
- Competitions, Matches and Tournaments.
- Broadcast renewals and negotiations.

Compliance

- Maintain awareness of any changes in legal or compliance requirements which impact NZR.
- Prepare and file Statistics New Zealand surveys on a timely basis.

Efficiency

- Develop and introduce 'best practice' accounting processes for on-going financial effectiveness.
- Leverage off the latest information technology to improve accounting operations and reporting.
- Maintain effective and efficient internal control processes.
- Establish and maintain effective and efficient finance operating structures.
- Promote adoption and enhancement of financial control initiatives across the wider business.

Relationship Management

- Manage relationships with various internal and external parties, including NZR Budget Managers, Executive team, sponsors, Provincial Unions, Super Rugby Clubs and other national rugby unions.

General

- Undertake other tasks as required and works as a member of the team to meet the wider team and organisation objectives.

What You Bring

Key experience and skills include:

- 7+ years post Chartered Accountant qualification experience in an advanced accounting role leading Annual Budget cycles, budget preparation and monitoring.
 - Proven experience in finance business partnering including strategic financial management and reporting within complex and diverse organisations.
 - Preparation of monthly management reports and ad-hoc data analysis.
 - Project costing.
 - Data analysis and ad-hoc reporting.
 - Strong computer literacy using Financial Management Information Systems and Microsoft Office Suite (i.e. Excel, Word, Outlook, PowerPoint etc).
 - Strong interpersonal skills.
 - Member of Chartered Accountants Australia and New Zealand or similar professional accounting institute.
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