



POSITION DESCRIPTION

Director of Financial Performance

POSITION DETAILS	
Position title:	Director of Financial Performance
Reports to (position title):	National Director Stewardship
Contract tenure:	5 Year Contract + 5 years on review
FTE:	Full-time
Team:	EREA Stewardship Team
Significant working relationships:	<ul style="list-style-type: none">• National Director - Stewardship• Chief Financial Officer• Business Managers Nationally• Principals Nationally• Directors of Schools
Expected level of contact with Children: <i>(In accordance with Child Safeguarding Standards Framework)</i>	Casual Contact
Location:	Brisbane/Melbourne/Sydney (TBD)
Approved:	February 2022

1.0 Vision

Founded in values espoused in the Gospel, EREA seeks to transform the hearts and minds of young Australians through education to build a more just and inclusive local and global community through presence, compassion, and liberation.

EREA runs 31 mainstream schools, 22 Flexible Learning centres available for students who benefit from an alternative method of learning and 2 special schools. We educate over 40,000 students and employ over 4,500 people across our network. We have schools in every Australian state and territory.

2.0 Context

Within EREA, Stewardship is responsible for: generational management of our schools' infrastructure and financial wellbeing; purposeful management of our people and culture; upholding legal integrity; and creating long-term technology solutions to support student and staff experience. We imagine and encourage long-term growth and innovation to support students and extend the reach of the charism of Edmund Rice. We aim to ensure schools have the tools and advice they need to run efficiently and effectively.

In all we do, we uphold and operate with Clarity, Accountability and Transparency. We work collaboratively with our 38 Business Managers and with the rest of the organisation.



3.0 Position Purpose

This role will support schools across Australia to ensure effective and efficient business models: supporting Business Managers and Principals to maximise grant funding; benefit from best practice; create new partnerships; and identify and drive network-wide efficiencies.

4.0 Travel Required

Expected travel 25-40% of the time to all states and territories.

5.0 Key Responsibilities

5.1 Maximise Grant funding:

- a.** Clear understanding of federal, state and Catholic Education rules and the ability to translate this understanding to others
- b.** Interpret changes and nuances of grant funding, with an ear to the ground
- c.** Flag potential changes and ensure compliance to requirements.
- d.** Work with Business Managers to maximise their recurrent and capital grant funding
- e.** Understand NCCD funding, identify standardised pathways to improve assessment, funding and provision of services required for students where funding is approved.

5.2 Build close relationships with Catholic Education offices/commissions

- a.** Work with Catholic Education offices/commissions to provide feedback on current issues, trends, and implications for each school.

5.3 Collaborate with Business Managers to improve visibility and understanding of performance in line with best practice, implement performance dashboards, and introduce strong data analysis techniques.

5.4 Understand and share best practice and the drivers of efficiency, standardisation, and excellence across schools

- a.** Review the processes of best practice across schools and within education systems
- b.** Share best practice with other schools in meaningful ways to ensure similar outcomes can be achieved
- c.** Seek out innovation and new technologies which drive improved business models.

5.5 Encourage innovative partnerships across schools and industries.

5.6 Seek out non-IT procurement opportunities that drive lower costs in schools.

5.7 Attend EREA's Finance Committee meetings and School Finance Committee meetings to hear their ideas, provide information and educate on performance expectations and future EREA initiatives.

5.8 Coordinate regional and national Business Manager gatherings

- a.** Ensure creative and interesting agendas to bring outside knowledge and energy to gatherings and to spend time listening to schools and responding to their topics
- b.** Direct joint information sessions on topics ranging from new legislation, new ATO protocols and other emerging information.



5.9 Lead Mission Sustainability Reviews (MSRs) with selected schools

- a.** Work with National Director Stewardship and Director of Schools to design clear timelines and work to complete the MSR within the timeline
- b.** Appropriately challenge the Principal and Business Manager to think commercially about how to improve the generational success of the school
- c.** Deliver innovative and commercial MSRs.

5.10 Other duties as they emerge and as requested by the National Director Stewardship. These additional duties will, in general, be mutually agreed by all parties.