

Interim Head Finance Business Partnering

Duration: Full Time (8 months role)
Salary: £75,000 per annum
Job Level: 2
Hours: 35 hours per week. Other flexible arrangements will be considered
Disclosure Level: Basic. This role involves no direct or indirect work with children
Reports to: Director of Finance
Location: Hybrid working. Office location 1 Westfield Avenue, London E20 1HZ

At the UK Committee for UNICEF (UNICEF UK), we pull together to achieve the best possible results for children in danger around the world. We believe in an inclusive workplace and in the power of fulfilled colleagues who share the same values and goals, enjoy their work and are motivated to do their utmost for children.

Our work is guided by the UN Convention of the Rights of the Child (UNCRC) and the Sustainable Development Goals (SDGs), which recognise the universality of children's rights.

ABOUT THE TEAM

The Finance Team incorporates a range of functions including Financial Control and Reporting, and Finance Business Partnering. The Team is part of the Operations Directorate, which includes the People, Strategy, Legal and Information Teams amongst others.

The Finance Team contributes to Unicef UK's positive impact for children by working with the wider organisation to maximise the value of our supporters' donations and to safeguard our funds and assets.

ABOUT THE ROLE

This role provides a vital link between the Finance Team and the wider organisation while the permanent post holder is on Maternity Leave.

Reporting to the Director of Finance, you will lead the team responsible for organisational financial planning and analysis, partnering with budget holders across the organisation and delivering vital and timely information and analysis to support key strategic decisions and the delivery of the strategic plan.

This is an exciting time to join the team, while we develop our next 3-year strategy (2027-2029) and financial plan.

What we will expect you to achieve

- Lead the Finance Business Partnering Team, ensuring four line-reports have appropriate objectives and development plans.
- Lead financial planning processes for 2027-29 financial plan, annual budget and regular reforecasting, ensuring the processes are simple, efficient, support constructive discussion and deliver timely results.
- Deliver and develop insightful, timely financial performance reports to colleagues, senior stakeholders and third parties to inform financial and strategic decisions.

- Proactively seek opportunities to leverage AI and technical automation to streamline and optimise reporting and processes.
- Build strong, trust-based relationships across wider stakeholders, fostering UNICEF UK's values including effective collaboration and finding-solutions.
- Proactively identify opportunities to optimise income, cost efficiencies and strengthen financial performance through insightful analysis and challenge.
- Maintain an early warning system that alerts senior management and budget holders of potential overspends and other key sensitive financial and commercial information.
- Key contributor in the assessment and review of new ventures, partnership arrangements and business cases, to assess financial viability and provide technical advice.
- Keep up to date with external trends and best practice. Use networks and personal learning to help innovate and advance our work.
- Demonstrate and model a commitment to our shared values, behaviours and inclusive practices (known as [Our Shared Commitment](#)) in all aspects of your work.

BEHAVIOURS, EXPERIENCE AND SKILLS

This section contains the essential behaviours, experience, knowledge and skills needed to be effective and successful in this role. All criteria in this section are essential.

Effective Behaviours

Analytical

- Analyses available information to make logical and sound judgments
- Questions assumptions and seeks further insight to inform decision making

Efficiency and effectiveness

- Manage conflicting priorities to ensure that objectives are achieved, and deadlines met
- Anticipates risks and puts plans in place to minimise their impact
- Suggests simplifications to overly complex ways of working to improve results

Good Management

- Encourages a supportive and positive working environment where questions/opinions can be expressed appropriately
- Monitors developing conflicts such as excessive demands on people and resources and proactively addresses them
- Delegates work appropriately, encouraging and empowering people to act on their initiative and make decisions within agreed parameters

Communication

- Anticipates and responds to the needs of an audience, adapting content, style, language and use of channel to deliver maximum clarity
- Conveys complex ideas using a variety of methods to engage an audience and win understanding and support

Collaboration

- Values diversity, respecting and drawing on colleagues' different perspectives, skills, experience and knowledge

Relevant experience

- Experience of working in Business Partner or FP&A role with income-generating teams
- Evidence of managing and developing a high performing team

Specific knowledge and skills

- Strong commercial acumen
- Strong Excel and other data analysis tools
- Accounting standards and their application to charities (e.g. FRS 102/Charities SORP) advantageous.
- ACCA, ACA or CIMA qualified (or international equivalent).
- Experience with Unit 4 advantageous.