

## **Job Profile - Business Advisor**

**Job Title:** Business Advisor

**Job Grade:** Level 4 Zone 2

**Salary Range:** £42,042 - £51,870

### **About Camden**

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help create a better future for us all.

### **About the role**

This role will support the relevant Head of Finance/Business Partner/Team Leader in the delivery of sound financial advice on all matters within the directorate and those which cut across directorates.

It will provide a business partnering, relationship management, project/change support and financial advice service for nominated Director(s) and their Heads of Service to ensure that their finance support needs are met.

The role will lead and have overall responsibility for financial planning, management and coordination of financial arrangements for a given area such as health or a small/less complex group of services across both revenue and capital finance as appropriate.

It will support on cross-cutting areas such as corporate reporting as required by head of service, take a proactive responsibility for the development of financial competence within Camden and support an integrated approach to the development of financial strategy across all council services.

### **About you**

#### **You will:**

Develop effective and valued business partnering relationships with given areas and assist them in achieving their outcomes while driving financial improvements

Support the development and delivery of effective revenue and capital financial strategies which help meet key strategic objectives of the council/services, taking account of resource constraints

Support a given area in design, production and implementation of projects to achieve their Medium Term Financial Savings (MTFS) efficiencies

Provide support and pro-active financial advice and support for revenue and capital projects (including robust option appraisals) which contributes to the success of projects and is recognised by service managers and others involved in delivery of the projects

Create budgets which reflect the cost drivers in a directorate or given area are set within the required timeframe and within cash limit and pressures and risks highlighted and dealt with at appropriate levels within the organisation

Enable managers to carry out their own day-to-day financial management responsibilities with minimal input from Corporate Finance, including budget holder enablement, training and on-line support

Support the leadership and delivery of cross cutting corporate finance work programmes (such as council wide budget setting, budget holder financial development, council wide financial monitoring reports, collaborative groups)

Be part qualified in CCAB or equivalent professional qualification.

Have the ability to understand and interpret complex legislative and regulatory frameworks that apply to local government finance

Have knowledge and understanding of financial planning, management and financial frameworks in a large organisation – preferably local government

Be an excellent communicator, have the ability to influence and have good presentation skills and a pro-active approach to work, including identifying and resolving problems/issues

**Work Environment:**

Hybrid role, with some office and home working.

**People Management Responsibilities:**

Mentoring and leadership role for junior staff as appropriate

**Relationships:**

The post holder will report to a Team Leader or Business Partner.

Other key relationships for the post holder will be:

- The relevant Head of Finance
- May take lead role in business partnering relationship within a division or service(s).
- The relevant Director and other senior managers within the Council
- Partners such as Camden Clinical Commissioning Group

- Other Local Authorities
- Business partners across the directorate finance services, and colleagues in technical and strategy areas of finance as appropriate

### **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk.

### **Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

### **Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

### **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

### **Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG.

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