

Job Profile Information: General Fund Strategy Accountant Level 4 Zone 2

This supplementary information for General Fund Strategy Accountant is for guidance and must be used in conjunction with the Job Capsule for Finance at Level 4

Role Purpose:

This is the primary role that ensures the council's medium-term revenue projections are underpinned by appropriate and understood assumptions through the development, maintenance and regular refresh of the medium-term financial forecasts. An understanding of the many factors that influence the council's projections and how these interact is important in order to test the validity of forecasts and to support sensitivity modelling. Attention to detail is vital as small errors or omissions can have a profound effect on the council's financial strategy. The role also involves: contribution to the production of the MTFS Cabinet reports; a co-ordinating and reconciling role in the budget setting process; proactively reporting regularly on expected savings to be delivered to relevant stakeholders; taking ownership for forecasting and budget setting on non-departmental budgets; and production of the annual budget book.

Example outcomes or objectives that this role will deliver:

- Cash Limit spreadsheets reconciled internally and against ledger.
- Medium-term financial forecasts regularly refreshed and assumptions challenged.
- Earmarked reserves reviewed regularly and projections challenged.
- Business partnering colleagues are supported when setting budgets - e.g. by being a member of working group to formulate calendar and by providing directorate spend plans
- Budget book produced on time and to required specification.
- Allocated sections of the MTFS updates are completed to a high standard.
- Lead of specific project work in support of wider MTFS as allocated by line manager or head of service.

People Management Responsibilities:

- This role has no formal line management responsibilities but the ability to work effectively with and successfully influence a range of colleagues (particularly in business partnering roles) in a matrix approach will be important.

Relationships:

The post holder will report to the General Fund Strategy Advisor. Other key relationships for the post holder will be:

- The Head of Finance Corporate Services
- Business Advisors and accountants across the three directorate finance teams, and colleagues in technical, pensions and treasury functions in support of cash limit management, control of non-departmental budgets, overall general fund budget setting and closing.
- IRB members as the secretary to the Board.
- Other colleagues as required for specific projects as allocated as part of role (for example in strategy and change)

Work Environment:

The post-holder will be required to work in an agile way in line with Camden's move to a flexible work environment.

Technical Knowledge and Experience:

- Part qualified in CCAB or equivalent professional qualification.
- Ability to understand and interpret complex legislative and regulatory frameworks that apply to local government finance
- Knowledge and understanding of financial planning, management and financial frameworks in a large organisation – preferably local government
- Excellent communication, influencing and presentation skills and a pro-active approach to work, including identifying and resolving problems/issues

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

- Deliver for the people of Camden

- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please visit:

<http://www.togetherwearecamden.com/pages/discover-jobs-and-careers-in-camden/working-for-camden/>