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| **Head of PS Financial Reporting** |
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| **About the Team and the Role**  Our team supports Personal Support (PS) services across England, Cymru, and Northern Ireland. We always look for ways to improve and add value in everything we do. We are a diverse and inclusive group, welcoming anyone who shares our goal of improving the lives of adults with a Learning Disability.  You will play an important role in providing clear and accurate financial reporting for PS, supporting managers to make effective decisions. You will manage the PS finance business partnering team, ensuring strong, reliable service to stakeholders. In this role, you will:   * Prepare timely, accurate and insightful financial performance packs for the directorate, feeding in analysis and commentary into the consolidated Mencap operational report. * Support the PS directorate to the delivery of key financial targets. * Help communicate financial performance to the operational business, enabling improved financial understanding and effective decision making. * Lead the accountability review process of each region, to support and challenge as needed. * Identify emerging risk and opportunities and work with the business on actions to mitigate or realise these. * Lead the budget and reforecast processes for PS and provide the necessary analysis, support and challenge to ensure ownership of robust and credible plans. * Manage balance sheet positions and work with transactional finance teams to support debt collection and cash management. * Ensure controls on directorate overheads and work with finance and operational teams to ensure compliance with finance processes and controls. * Be the key contact for PS audit queries and provide reporting to external stakeholders, including funders and Care Quality Commission. * Manage the FBP team, providing coaching, support, constructive feedback and career development. * Ensure delivery of quality, customer focused Finance Business Partner service delivery across all regional operational areas. |

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| A group of pink circles on a black background  AI-generated content may be incorrect.**What you will bring to the role (Essentials)**   * A commitment to improving the lives of people with a learning disability. * A strategic perspective, thinking about the key drivers of the business and how it may fit in with wider organisational strategy. * Manage multiple tasks and communicate with stakeholders to manage deadlines. * An understanding of what a quality finance service means, and a desire to keep improving what we deliver. * A passion for developing people, and growing talent within teams. * Ask questions, support and challenge others when needed. * Great collaboration skills to work with other teams and taking ownership in resolving issues. * Good communication skills in presenting results and focusing on the key stories behind the numbers.   **Essential:**   * Qualified accountant (CIMA, ACA or equivalent). * Proven experience in finance business partnering, at all levels (up to and including Director level) within a complex organisation. * Proven experience of managing and coaching Finance Business Partners * Strong analytical skills and ability to interpret complex financial data and spotting important details. * Strong problem-solving skills; awareness of commercial issues and the “bigger picture”. * Skilled in relationship building and stakeholder management across Finance and the business, with a genuine 1 team approach. * Excellent communication and influencing skills. Explain financial information clearly to others. * Motivated to improve systems and processes, and support to resolve issues.   **Highly desirable:**   * Relevant post qualification experience in the care sector. * Knowledge of social care regulatory and financial environment and other regulatory compliance requirements. * Experience of working with PowerBI reporting   **Please note:** This job description is not intended to be exhaustive. Duties and responsibilities may evolve over time to reflect the needs of the organisation and the role. |

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| **A person and person posing for a picture  AI-generated content may be incorrect.**  **“This isn’t just a job - it’s a chance to help change the lives of people**  **with a learning disability and their families. If you’re passionate about  making a difference, join Mencap in building a more inclusive future.”** |

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| **Mencap and our Commitment to Safeguarding**  Mencap is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff and volunteers to share this commitment.  Successful applicants will be subject to appropriate pre-employment checks, such as references. |