

FINANCE MANAGER

Cassowary Coast Regional Council



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Cassowary Coast Regional Council was formed on 15 March 2008 with the amalgamation of Cardwell and Johnstone shires. The Cassowary Coast region has:

- an area of 4,702 square km
- a population that sits at about 30,000
- a mix of town, rural and coastal communities

Council is led by a mayor and six councilors.

Council's Values

We aspire to provide great experiences, deliver value and create a sustainable future for our community. Delivering outcomes that embrace value in everything we do is fundamental to a vibrant and prosperous community that 'loves the place we live' and is summed up in our vision statement –

"...One Coast: Cassowary Coast..."

Council's Mission

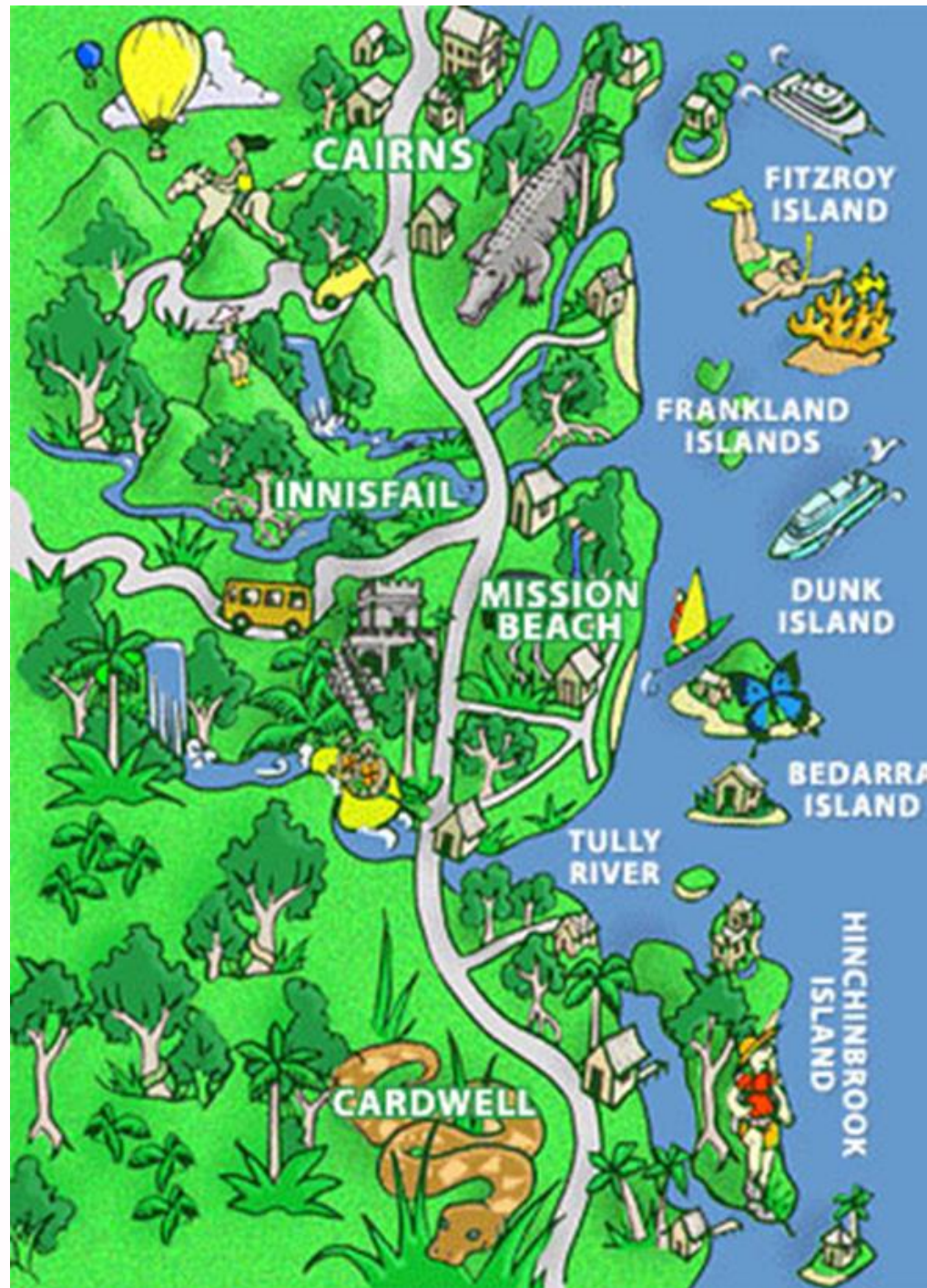
We are committed to delivering great service and value, economic growth, opportunity, prosperity and a relaxed lifestyle.

Council's Core Values

At Council, we are committed to working as one to realise our vision of 'One Coast: Cassowary Coast' to ensure great experiences, deliver value and create a sustainable future for our community. Everything we do is underpinned by three core values: Respect, Integrity and Courage



Cassowary Coast Region Overview



The Cassowary Coast region features world-heritage rainforests, secluded beaches, tropical islands, rugged coastal ranges and fertile flood plains. The region is equally well known as Australia's banana-growing hub, as an art deco district and as the home of both the endangered southern cassowary and the giant golden gumboot.

Running from Cairns to Cardwell, the Cassowary Coast is one of the undiscovered gems of Queensland, a quiet stretch of coastline bordered by the Wet Tropics Rainforest and the Great Barrier Reef. Mission Beach (actually four separate towns spread along a 14km stretch of palm-fringed beach) is at its heart. Despite its popularity, the town has retained a relaxed, laid-back vibe and the welcoming locals are never outnumbered by tourists.

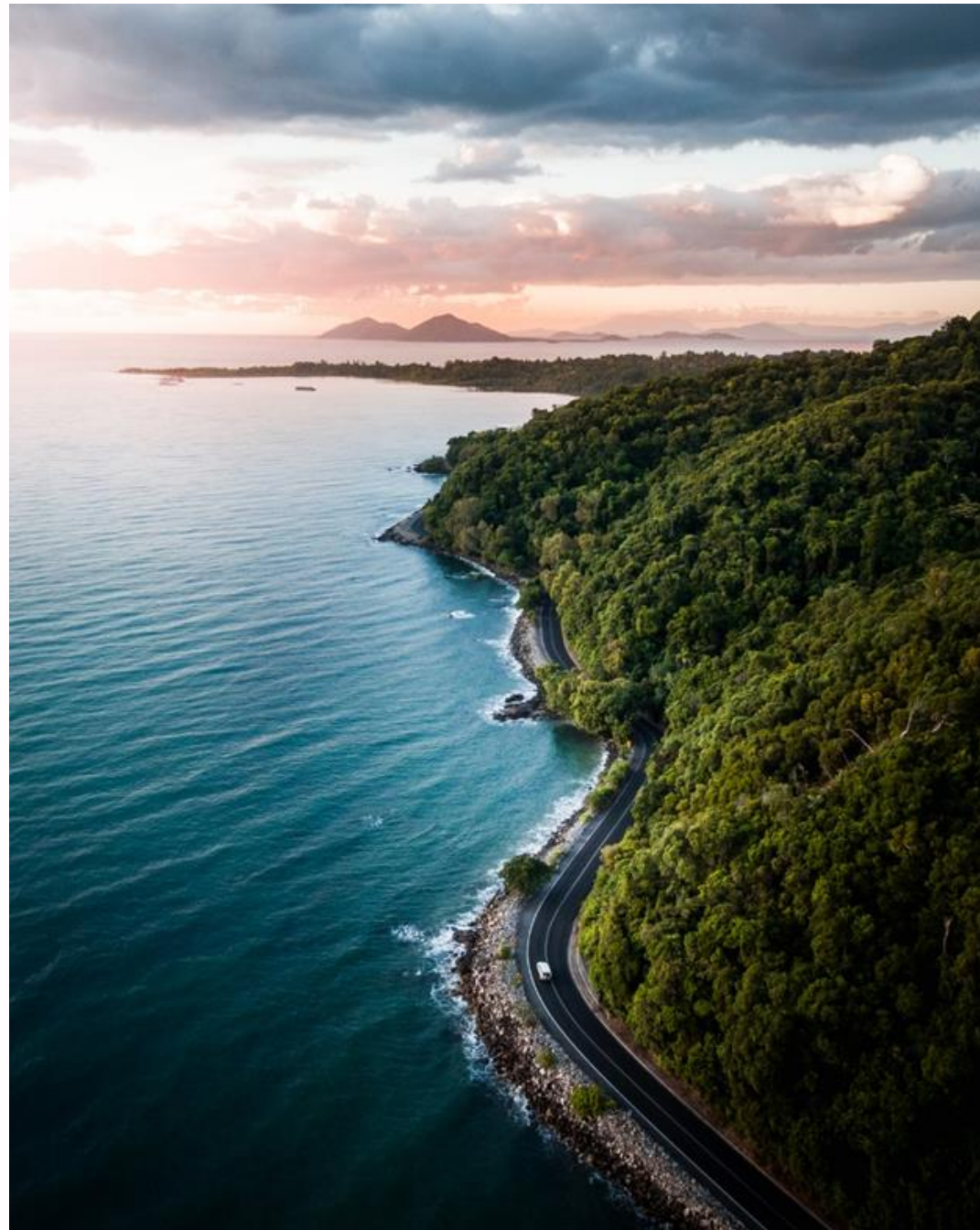
The township of Tully holds the nation's annual rainfall record with a 7.93m dumping in 1950. There is an 8m golden gumboot monument at the town's entrance. Our high rainfall and resulting humidity mean lush tropical forests and many streams. The area abounds in natural beauty and is home to 2 world heritage areas, the Wet Tropics rainforest and the Great Barrier Reef. The Cassowary Coast's rainforests, tropical beaches and islands and its closeness to the Great Barrier Reef make it a must-see tourist destination.

The tourism industry is ever-increasing. Visitors can try adventure sports ranging from white-water rafting and sea-kayaking to skydiving and diving on the Great Barrier Reef. They can find their secluded beach, explore some of the rainforest walking and mountain biking trails or relax at resorts.

New opportunities include food trails, indigenous culture tours and art deco tourism. The Cassowary Coast boasts rich agricultural land and this has paved the way for a \$400 million a year banana industry and a sugar cane industry that has driven growth in the region since the late 1800s.



Cassowary Coast Region Overview (cont)



Sugar mills operate out of South Johnstone in the north and Tully in the south. Cane and bananas are big employers in the Cassowary Coast region, however there is ever-increasing diversity in crops. Produce includes paw paw, tea, rambutans, pineapples, watermelons, pumpkins, lettuces, lychees, mangosteens and less traditional Cassowary Coast products such as tomatoes, vanilla and cocoa.

Cattle, timber, aquaculture, fishing and fruit wineries also feature among the agriculture-based industries. Prawn and reef fishing fleets work out of the region, as do tourist fishing boats. In addition, there is prawn, barramundi and crocodile farming.

Queensland's major coastal highway, the Bruce Highway, runs through the region while the Palmerston Highway, the easiest road route to the Tablelands region and the gateway to the Gulf of Carpentaria and Cape York, begins in the Cassowary Coast region.

There are three aerodromes - Mundoo Aerodrome outside Innisfail, Tully Airport and Dallachy Aerodrome north of Cardwell.

Mourilyan Harbour near Innisfail is a high quality natural harbour with timbers cattle and sugar exports.

The region's closeness to Cairns and Townsville add to its livability and attraction for investors, retirees, families and tourists, many of whom have been seduced into staying after experiencing the relaxed outdoor lifestyle, the warm climate and spectacular scenery.

Making the Cassowary Coast Region Home



The Cassowary Coast is home to many of community groups and organisations working to create a sense of belonging and inclusiveness in their community. A link to the Community Directory is [HERE](#) where you can find local groups, community services, sports clubs, facilities, and more.

Education

The Cassowary Coast provides a comprehensive range of education services for all ages and supports life-long learning which can be closely aligned to business needs. Several institutes offer both public and private education across the region. Access to tertiary education is delivered via James Cook University in Cairns and Townsville. Access to vocational education and training is delivered via TAFE at its campus in Innisfail.

Details can be found [HERE](#)

Medical

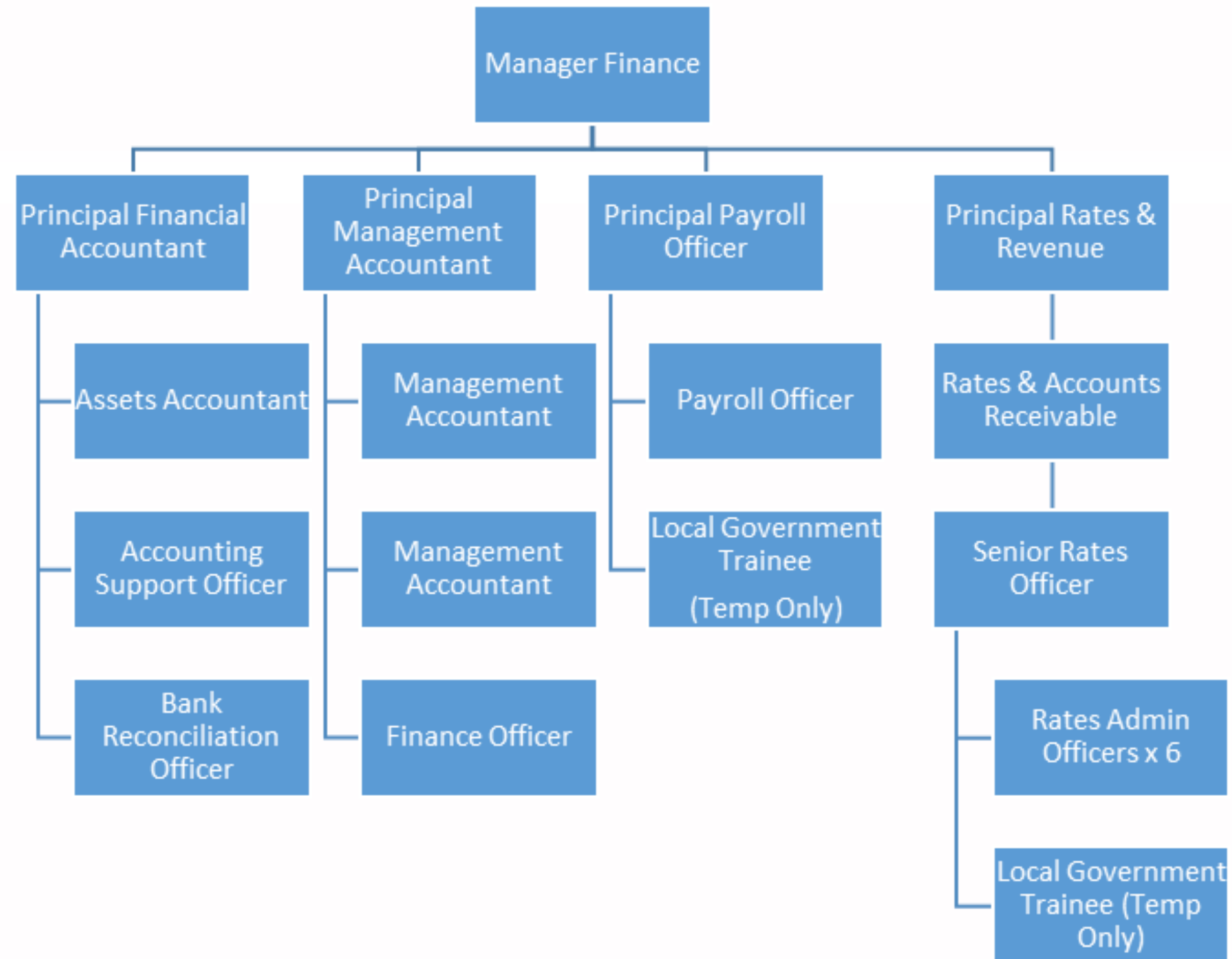
Known for its lifestyle attributes, the Cassowary Coast will continue to see an increase in retirees who relocate to the region. This increase has prompted the development of a number of aged-care services and medical facilities. The region is serviced by two public hospitals and there are also several medical Centres, pharmacies and allied health services across the Region.

Sport and Recreation

A list of the extensive sporting and recreation facilities across the Shire can be accessed [HERE](#)



Finance Team Structure



Council Information

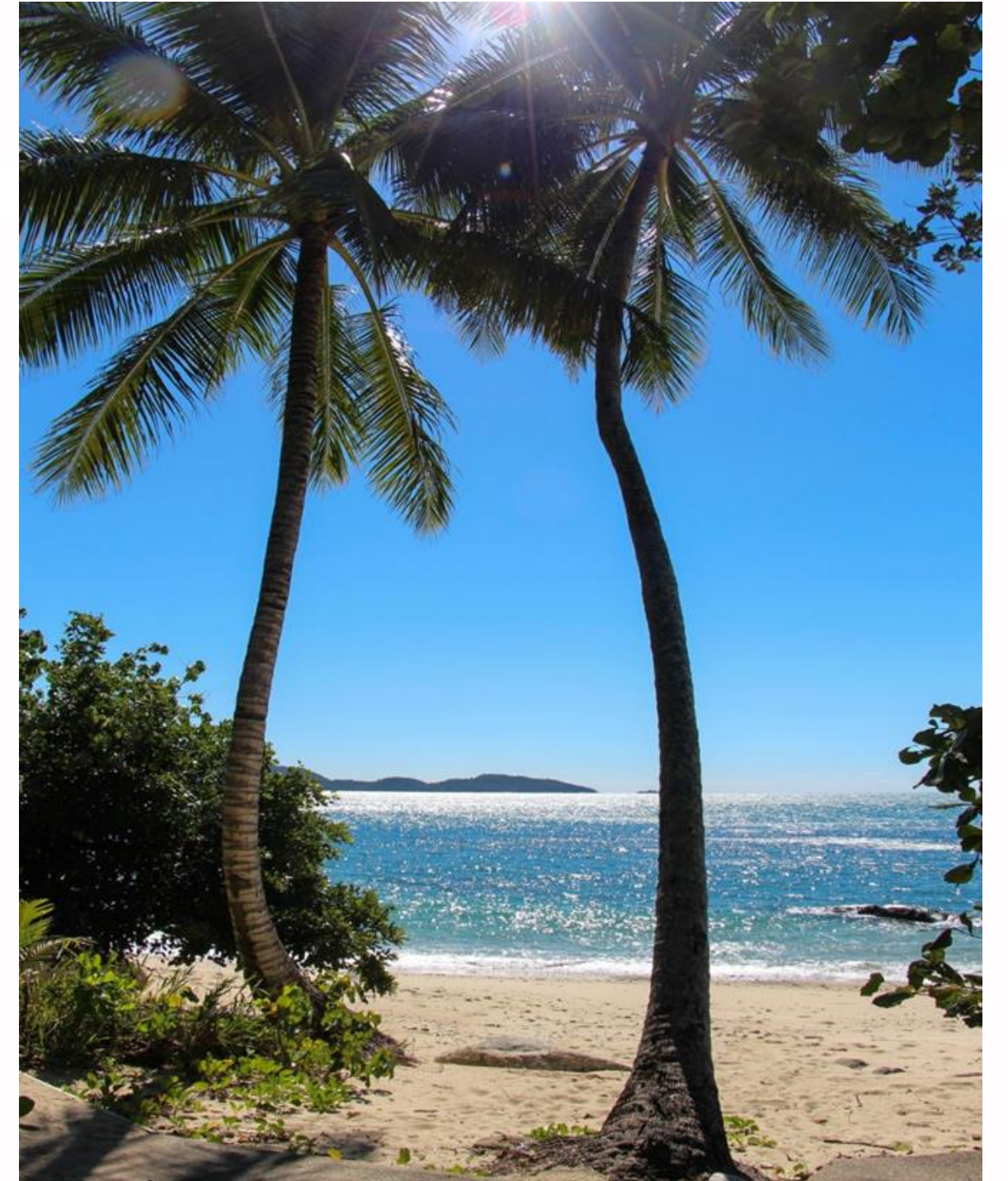


Cassowary Coast Corporate Plan [2021-2025](#)

Cassowary Coast Operational Plan [2022-2023](#)

Liveable Cassowary Coast Whole of Community Plan [2020](#)

For further information please visit www.cassowarycoast.qld.gov.au



Finance Manager



Location:	Rankin Street Innisfail or other offices across the region as determined
Reports to:	Director Corporate Services
Employment Status:	4 Year Contract

A key management position and reporting to the Director Corporate Services, this position assumes a leadership role in shaping the overall financial performance of Council through the effective management of the Financial Services Section team. The Manager will champion and support Council’s Vision and Values.

The provision of expert advice to team members, managers, executive and elected members is a key responsibility on matters including statutory reporting, financial performance, annual budget development, budget reviews, financial sustainability modelling, treasury and cash management, rating, and payroll functions.



Key Outcomes

- Clear and long term strategic financial objectives are documented, communicated and executed enabling Councils strategies and transformation agenda
- The Financial Services Section is a credible partner to the business with a reputation for providing timely and professional advice and information
- High performing teams with a customer centric focus, delivering service in accordance with Council's Vision and Values
- Council meets all statutory, enterprise and other business partnership reporting requirements
- Quality, accurate and timely financial reports and advice is provided to the stakeholder with analysis and commentary as and when required
- Innovation and business improvement arrangements exist resulting in proven efficiency and greater customer experience outcomes relating to finance, rates and payroll (this includes meeting KPI's in relation to responsiveness to customer requests and customer satisfaction as well as customers perception of values)



Key Accountabilities



- Assist Council in developing and implementing strategies to promote sound financial management and economic sustainability and to act as a catalyst for positive change
- Provide advice and guidance to Council and Senior Management on matters relating to financial management, management accounting, payroll, asset accounting and rating functions
- Provide leadership to all areas of the Section and foster a positive work culture reflecting Council's Vision and Values
- Develop policy and strategy options for consideration by the Executive Leadership Team (ELT) and Council relating to areas of responsibility
- Update and continue to develop Council's QTC financial model, rates model, fees and charges model and provide strategic advice to ELT and Council on long-term policy directions
- Ensure the completion of the audited financial statements within the statutory timeframes
- Develop and manage Council's Financial Reporting functions ensuring compliance with all relevant accounting and legislative requirements, including FBT, GST, Payroll Tax and BAS
- Coordination of Council's Local Government Grants Commission Statistical Returns and other State and Federal Government returns
- Develop and deliver a system of management reports to meet the financial and non-financial information needs of Council
- Prepare reports to Council (including monthly, quarterly and annual) and advise Council as required of relevant legislation on Council's financial position and operational performance
- Manage and coordinate the preparation of Council's annual budget, periodic budget reviews, audit processes (internal/external) and ensuring the successful implementation of the audit recommendations
- Develop and maintain an accurate and robust asset management register to support Council's asset management systems
- Assist in the overall development of an asset management system and strategy that supports Council's Corporate and Operational Plans
- Manage the delivery of program outcomes in line with Corporate and Operational Plan objectives in an efficient and cost-effective manner
- Work with direct reports to ensure plans and actions are in place for skills development opportunities, performance management, Achievement and Development Planning discussions and succession planning
- Comply with all Council Policies and Procedures including the Code of Conduct for Council Employees
- Undertake any other duties, projects or tasks as directed by the Director Corporate Services which generally fall within the scope of this position and are within the incumbent's skills, competence and training



Behavioural Competencies

- Practices and influences behaviours aligned with Council's Values (Respect, Integrity, Courage) and Code of Conduct for Council Employees in all interactions with internal and external stakeholders
- Exercises responsibility, takes an ownership role and influences Work Health and Safety, Environment Protection, Equal Employment Opportunity (EEO), Anti-discrimination, Recordkeeping, Risk and Privacy obligations
- Adopts a planned and comprehensive approach to implementing organisational change
- Champions innovative ideas and solutions and drives a culture of continuous improvement
- Inspires individual and team commitment for performance and meeting team goals
- Provides the balance of autonomy and support to team members to achieve outcomes
- Commits to personal and professional development



Selection Criteria



Essential:

- Tertiary qualification in Finance or Accounting or other appropriate qualifications combined with extensive experience, expertise and competence to perform position duties
- Demonstrated high level financial management skills including preparation of financial statements, audit and long-term financial modelling
- Proven capacity in the effective implementation of modern business applications within a medium size organization with a focus on efficiencies and improved service outcomes
- Proven report writing capability, written and oral communication skills, including presentation abilities
- Strong relationship building and teamwork that enables effective working partnerships across all areas of Council operations
- Proven ability to manage teams and resources in a complex environment and achieve a high level of team and customer satisfaction
- Demonstrated leadership in bringing organisational change through effective systems and change management
- Ability to demonstrate behavioural competencies
- Current Queensland 'C' Class drivers licence

Desirable:

- Membership of the Australian Society of CPAs or the Institute of Chartered Accountants in Australia
- Knowledge of local government systems and business processes



Why this role?

Reporting to the Director Corporate Services, you will be able to make the role your own and actively take the reigns of something that will continue to underpin the way Council strives to change the behaviours and mindsets across its operations. You will therefore play an integral role in the transformation of CCRC into a contemporary, sustainable organization.

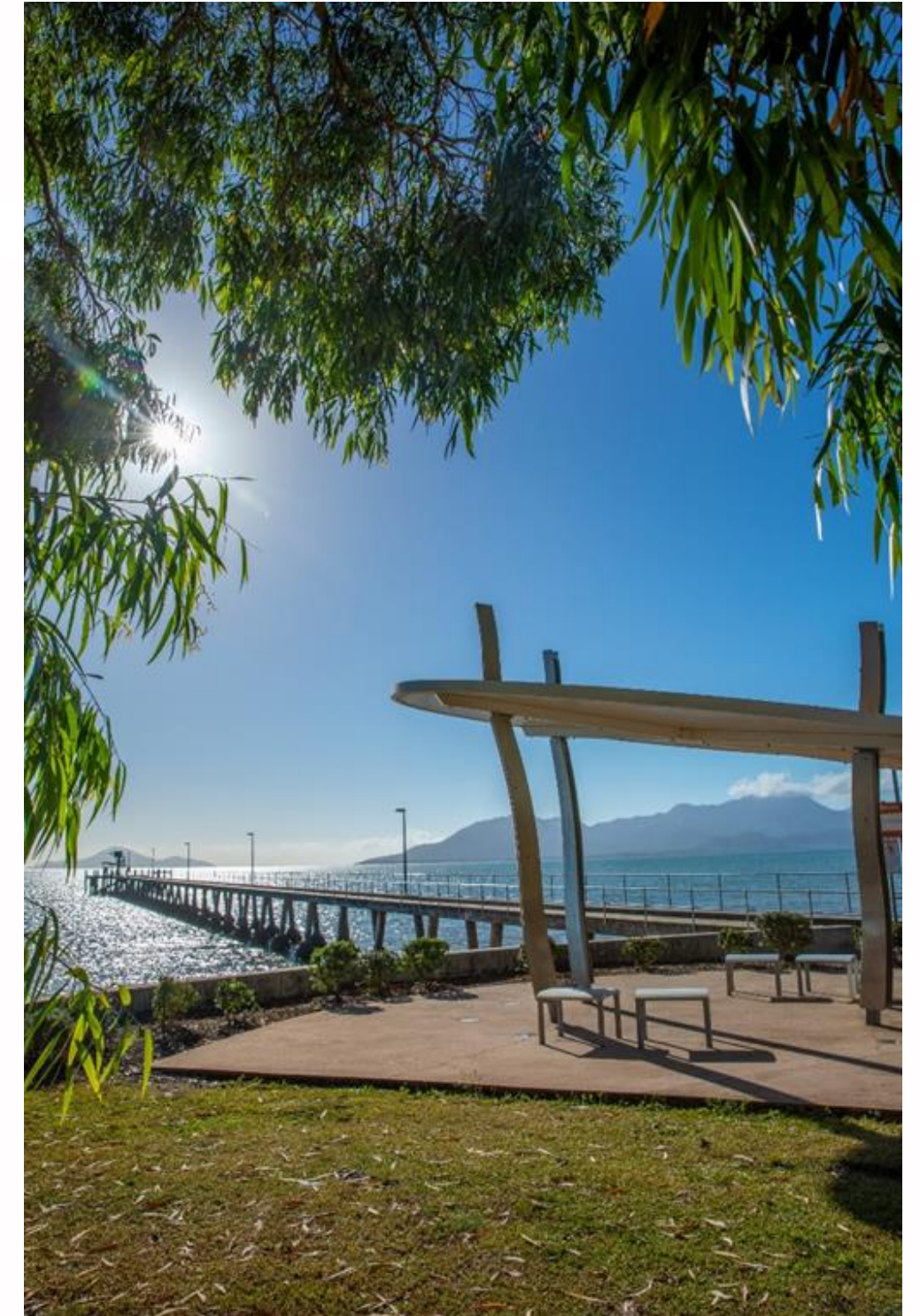
If you are interested in driving change and making a difference in an organisation and enjoy seeing your contemporary budget development and review processes result in enabling people to embrace opportunities that take the team to a greater level of competency and engagement this is an outstanding opportunity. Following a recent organizational restructure, there is a plan and strategy in place – the role requires an individual to come in and continue with the implementation. You will work closely with the Director Corporate Services who has deep and extensive experience and will stretch your thinking and ensure you are supported, coached and mentored to achieve business goals.

This could be an opportunity for you to ‘step up’ into a management position and from there be equipped with the skills to be a Director Corporate Services if this is a career ambition.

This could be the lifestyle change you have been seeking. You will be based in Tully however with team members and infrastructure distributed across the region, your work could take you to other Council facilities, including the Innisfail and El Arish Offices.

The appeal of the role is being able to make a difference in a smaller community and to do something different away from the corporate world in major capital cities.

With a new CEO and Management team there is an appetite for doing things differently so you will have a voice and be supported as you continue taking the organization forward with People and Culture initiatives.



Additional Information

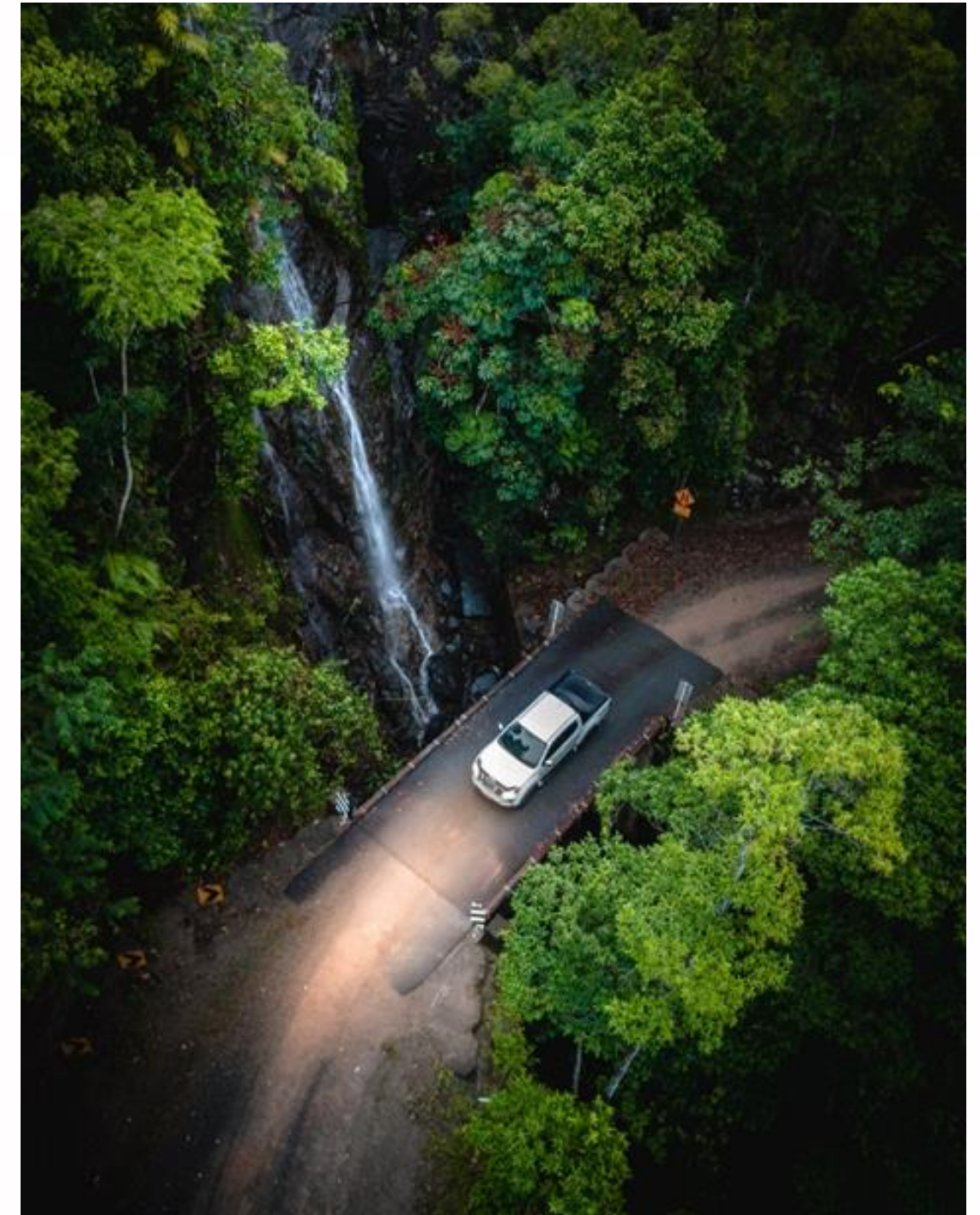
Aside from leading a framework of contemporary budget development and review processes you will also focus initially on the Rates function and introduce a higher level of reporting and see that presenting this at Council meetings is a development opportunity. Importantly, there is good financial and management expertise in place to support you.

Strong commercial acumen is considered important underpinned by the ability to adapt to the rules and regulations that apply to the local government sector. A depth of experience working at coordinator or principal level in a large organization and the desire to be in a management role is considered more important than necessarily a background of working in local government. If you have experience in the latter, you will be exposed to broader learning opportunities in a Council the size of CCRC vs being in the silos of larger Councils.

There will be the potential for further promotion in time for candidates aspiring to future career progression.

CCRC use TechnologyOne and whilst experience using this software would be advantageous it is not essential.

The new CEO is supportive of change, focused on uplifting performance and is supportive of professional development for staff across Council. Council have recently completed an Employee Engagement Survey. The objective was to ensure the link between uplifting teams and organisational performance improves engagement across the business.



Remuneration and Council Benefits

- The cash component will be up to \$140K dependent upon experience + Super
- Provision of a laptop and mobile phone for work purposes.
- Five (5) weeks annual leave per annum The Council will make compulsory superannuation contributions on the employee's behalf. Where the employee contributes 6% of the ordinary earnings, Council will contribute 12%. Salary sacrifice is available for member contributions.
- Salary packaging opportunities for vehicles, rent, mortgages, electricity and gas
- Access to discounted health insurance
- Fitness Passport Wellness Program for yourself and family
- Employee Assistance Program for yourself and family
- Uniforms and protective clothing will be provided annually in accordance with Council policy
- Relocation Assistance will be provided to the successful candidate.



Contact

For more information contact

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