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Job Description

Finance Director (full-time)

Fixed-term contract to end 31st March 2027

Location: Fulham base site - Hybrid working arrangements available in accordance with organisational policy.

Job type: Full-time [Monday to Friday - 9am to 5pm]

Responsible to: Chief Executive Officer

Direct Reports: Finance Team, Finance Systems, IT Function, External Audit Relationship, Internal Audit Relationship and Financial Planning and Reporting

Salary: £80,000 - £90,000 per year, plus benefits

About Stoll:

The Stoll Foundation is a leading provider of supported housing for vulnerable and disabled veterans in the UK. With a proud legacy of service, we are committed to delivering safe, high-quality homes and support that enables independence, dignity, and wellbeing for those who have served their country.

The Role:

The Interim Finance Director will provide experienced financial leadership and organisational resilience during a period of organisational transition.

The role will ensure the continued integrity of the finance function, strengthen financial management and planning, support implementation of key systems and controls, and help establish the foundations required for the organisation's next phase of strategic development.

The postholder will work closely with the Chief Executive Officer, Finance, HR, Audit and Risk Committee (FHRAR) and Board to ensure that The Stoll Foundation remains financially robust, compliant and well governed.

As a registered charity and **Registered Provider of Social Housing**, the organisation operates within a highly regulated environment. The Interim Finance Director will play a key leadership role in ensuring financial stewardship, regulatory compliance, effective assurance and long-term financial sustainability in support of the organisation's social purpose and responsibilities to residents, veterans and stakeholders.

The postholder will be expected to demonstrate a strong understanding of, and commitment to, the needs of veterans of the UK Armed Forces and the charitable objects and values of The Stoll Foundation.

Key Responsibilities:

Financial Leadership and Control

- Lead the day-to-day finance function.
- Ensure robust financial management, internal controls and financial governance.
- Maintain accurate accounting records and statutory compliance.
- Monitor cash flow, reserves and financial risk.
- Ensure effective budgetary control across the organisation.
- Support the CEO and Board with strategic financial advice.
- Ensure timely completion of routine financial processes.

External Audit and Financial Improvement

- Assume responsibility for delivery of all outstanding external audit actions following completion of the external audit.
- Develop and maintain a comprehensive audit action plan.
- Ensure audit recommendations are implemented and embedded.
- Report progress regularly to the CEO, FHRAR Committee and Board.
- Drive improvements in financial controls and compliance.

Financial Strategy and Planning

Five-Year Financial Strategy

Working with the CEO and Executive Team:

- Develop a robust five-year financial plan.
- Support strategic decision-making through financial modelling.
- Identify risks, opportunities and financial pressures.
- Produce realistic scenarios that support organisational sustainability and growth.

2027/28 Budget Setting

- Lead development of the annual budget for 2027/28.
- Support budget holders through the budget setting process.
- Ensure alignment between strategic objectives and financial plans.
- Develop a financially credible pathway from current deficit positions to sustainable operating surplus.

Financial Policies, Controls and Procedures

- Conduct a comprehensive review of the Finance Manual.
- Update or develop all associated financial policies and procedures.
- Ensure documentation reflects current:
    - Charity Commission requirements
    - Regulator of Social Housing expectations
    - Financial reporting standards
    - Internal control best practice

Key policy areas are expected to include:

- Financial Regulations
- Scheme of Delegation
- Procurement Policy
- Budget Management

- Treasury Management
- Reserves Policy
- Fraud and Anti-Corruption Policy
- Authorisation Limits
- Expenses and Purchasing

Internal Audit and Assurance

- Act as the organisational lead for Internal Audit.
- Manage delivery of the Internal Audit Plan.
- Monitor implementation of recommendations.
- Provide assurance reporting to FHRAR and Board.
- Support the organisation's wider assurance framework and risk management arrangements.

Board and Committee Reporting

Provide high-quality reporting to:

- Chief Executive Officer
- Finance, HR, Audit and Risk Committee
- Board of Trustees

Ensure reports are:

- Accurate
- Timely
- Insightful
- Decision-focused
- Accessible to non-financial audiences

Attend Board and Committee meetings as required.

Management Accounts and Performance Reporting

Develop and implement reporting that reflects sector best practice.

Management Accounts

- Standardised monthly management accounts.
- Forecasting and budget monitoring.
- Variance analysis.
- Cashflow forecasting.
- Financial risk reporting.

KPI Reporting

Support implementation and reporting of:

- Financial Performance Indicators.
- Value for Money metrics.
- Budget monitoring indicators.
- Board Dashboard reporting.

Ensure reporting aligns with:

- Board requirements.
- Risk Register.
- Assurance Framework.
- FHRAR Committee requirements.

IT and Systems Leadership

Provide executive oversight for Finance and IT systems.

Pyramid System Implementation

- Provide executive oversight of Pyramid implementation.
- Ensure implementation remains on track for budget, quality and benefits realisation.
- Manage implementation risk.
- Support organisational adoption and change management.

IT Management

- Support development of reliable and secure IT infrastructure.
- Improve management information and reporting capability.
- Ensure systems support operational efficiency and organisational growth.

Leadership and Team Development

Build a high-performing, collaborative and resilient finance function.

Key expectations include:

- Developing team capability and confidence.
- Providing coaching and support.
- Promoting accountability and ownership.
- Building effective relationships across departments.
- Creating a positive and collegiate culture.

The postholder will foster strong cross-organisational working relationships and support a culture of continuous improvement.

General Responsibilities

- Act as a member of the Executive Team, contributing to the strategic leadership, performance and long-term sustainability of The Stoll Foundation.
- Promote the values, mission and reputation of The Stoll Foundation.
- Support delivery of the Armed Forces Covenant.
- Demonstrate commitment to equality, diversity and inclusion.
- Undertake other duties reasonably required by the Chief Executive Officer.

Person specifications:

Essential Qualifications

- Fully qualified accountant (ACA, ACCA, CIMA, CIPFA or equivalent).

Essential Experience

- Significant senior financial leadership experience.
- Experience working directly with Boards and Audit/Risk Committees.
- Experience developing strategic financial plans and budgets.
- Experience leading finance teams through change and improvement.
- Experience managing external audits.
- Experience managing internal audit programmes.
- Experience implementing financial controls and governance frameworks.
- Experience overseeing finance or business systems implementation.

Desirable Experience

- Charity sector experience.
- Social housing sector experience.
- Registered Provider experience.
- Experience supporting organisational transformation.
- Experience in supported housing, veterans' services or related sectors.

Essential Knowledge

- Financial reporting and control frameworks.
- Audit and assurance processes.
- Charity finance and governance.
- Risk management and internal control systems.
- Budgeting, forecasting and long-term financial planning.
- Digital systems and organisational change.

- Understanding of the regulatory environment for Registered Providers of Social Housing.

Essential Skills

- Strategic financial leadership.
- Strong analytical and problem-solving capability.
- Excellent written and verbal communication skills.
- Ability to influence and advise senior stakeholders.
- High-quality report writing and presentation skills.
- Ability to explain complex financial information clearly to non-financial audiences.
- Strong planning and organisational capability.

Values, Behaviours and Personal Attributes

The successful candidate will demonstrate:

- Commitment to The Stoll Foundation's charitable purpose.
- Understanding of the contribution and service of veterans of the UK Armed Forces.
- Appreciation of the challenges faced by veterans transitioning to civilian life.
- Commitment to supporting vulnerable residents and communities.
- Integrity, professionalism and accountability.
- Collaborative and supportive leadership style.
- High levels of resilience and adaptability.
- Commitment to continuous improvement.

Key Deliverables by 31 March 2027

The successful postholder will be expected to deliver:

- A stable, resilient and well-managed finance function
- Completion of all external audit recommendations

- A fully refreshed Finance Manual
- Updated financial policies and procedures
- An approved five-year financial strategy
- An approved 2027/28 annual budget
- Improved management accounts and financial reporting
- Board KPI reporting aligned with the Risk Register and Assurance Framework
- Effective implementation oversight of the Pyramid system
- Positive Internal Audit outcomes
- A stronger and more collegiate finance team
- Appropriate handover arrangements for the next phase of organisational development

Success Measure

By 31 March 2027, The Stoll Foundation will have a financially robust and compliant finance function, strengthened financial planning capability, modernised financial controls, improved management information, and a credible financial pathway from managed deficit to sustainable surplus, fully supporting its responsibilities as a charity, Registered Provider of Social Housing, and organisation serving veterans of the UK Armed Forces and other vulnerable residents.

I have read this job description and person specification; I have discussed it with my line manager and understand the requirements of the role. Name: Signature: Date: