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Candidate brief for the position of Finance Director



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Welcome

Dear colleague,

Finance Director

Many thanks for your interest in the role of Finance Director. HRUC is the newest college group in London and one of the country's largest and most vibrant college groups with an annual income over £115m. Our operations span the communities of West and Southwest London with our main campuses in Harrow, Richmond and Uxbridge. Our values, culture and ways of working are rooted in high performance and high expectations and everything we do is firmly centred on the needs of our learners, communities and the businesses we serve. Boasting five 'Outstanding' and three 'Good' assessments in our last Ofsted inspection, we have our sights on realising our shared ambition of becoming an outstanding provider of education across the group.

Our 2030 strategic vision is to be the college group of choice. A college that celebrates equality and diversity in its learners and staff and is a thriving place to work. Most recently, in a pioneering development for the Further Education (FE) sector, HRUC have joined the Industrial Liaison Program (ILP) at the Massachusetts Institute of Technology (MIT), creating new opportunities for our learners by providing access to MIT's renowned researchers who are widely recognised to be among the best in the world.



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A key member of HRUC's senior leadership community and Finance Executive Group (FEG), our new Finance Director will provide strategic financial leadership that enables the group to deliver its educational mission and strategic plan. The Finance Director will be responsible for ensuring the financial sustainability of the group, promoting value for money, supporting commercial growth and providing robust financial stewardship across all activities.

We are looking for a CCAB-qualified accountant (ACA, ACCA, CIMA or CIPFA) with executive financial leadership experience within Further Education, with strong knowledge of FE funding, planning and multi-site operations.

We have appointed FE Associates to support us with this important appointment. Prior to submitting an application, interested parties are advised to arrange an initial conversation with our recruitment partner, by emailing Elle.Hurst@fea.co.uk, to discuss the role before the closing date.

We look forward to receiving your application.

Yomi Okunola
Chief Financial Officer





OUR VISION

To be an outstanding college group that inspires, transforms lives and creates futures.



OUR MISSION

To deliver an exceptional learning experience that creates opportunities and success for all.

We stand for diversity, inclusion and excellence throughout everything we do, and provide outcomes that drive personal growth, wellbeing and economic opportunity.



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**HARROW
COLLEGE**

**RICHMOND
UPON THAMES
COLLEGE**

**UXBRIDGE
COLLEGE**

**WEST
LONDON
INSTITUTE
OF
TECHNOLOGY**

**HRUC
APPRENTICESHIPS
& SKILLS**

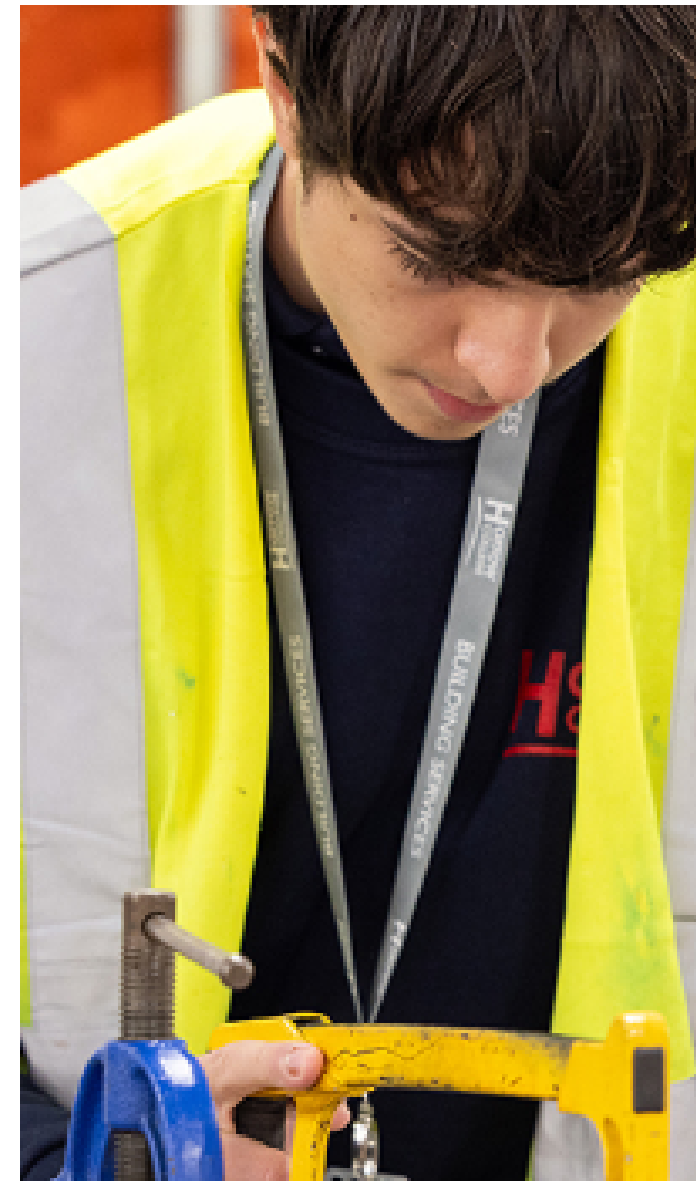
Job Description

Job title:	Finance Director
Reports to:	Chief Financial Officer (CFO)
Location:	HRUC campuses
Salary:	£80,000 - £100,000 per annum + benefits

Role Purpose

The Finance Director (FD) is a key member of HRUC's senior leadership community and Finance Executive Group (FEG), providing strategic financial leadership that enables the group to deliver its educational mission and strategic plan. Working in partnership with the CFO, Executive Management Team (EMT) and Governing body (the Board), the postholder is responsible for ensuring the financial sustainability of the group, promoting value for money, supporting commercial growth and providing robust financial stewardship across all activities.

The FD leads the development of a high-performing finance function that acts as a trusted business partner to academic and professional service directorates, supporting informed decision-making through high-quality financial insight, planning and analysis.



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Key responsibilities

The lists that follow are not intended to be exhaustive, and the postholder will be required to undertake any duties commensurate with the role of Finance Director.

Strategic Leadership

The Finance Director (FD) will:

- contribute to the strategic leadership of HRUC as a member of FEG
- help shape organisational strategy through evidence-based financial advice
- support the delivery of the group strategic plan
- ensure financial implications are fully considered in executive decisions
- promote innovation, continuous improvement and organisational resilience
- foster a culture of collaboration across corporate services and curriculum areas

Financial Leadership and Stewardship

Lead the group's financial management framework including:

- medium-term financial strategy
- annual budget
- forecasting
- management accounts
- statutory accounts
- audit coordination
- treasury and cash flow management
- financial controls
- financial modelling
- taxation
- financial risk management



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Financial Leadership and Stewardship cont'd

Ensure compliance with:

- DfE college (and relevant) financial handbook(s)
- DfE funding regulations
- Companies Act
- Charity Commission requirements
- Financial Reporting Standards (FRS)
- HMRC requirements

Business Partnering and Performance

Develop a business partnering culture across the group by:

- supporting EMT and budget holders
- providing strategic financial advice
- challenging investment proposals
- supporting curriculum planning
- analysing financial performance
- identifying efficiencies and productivity improvements
- improving resource allocation
- promoting value for money (VfM)

Capital Planning, Estates and Infrastructure

Working jointly with the EMT lead and Estates Director/leadership, the FD will:

- develop the group's capital strategy
- prepare affordability assessments
- evaluate business cases
- oversee financial governance of capital programmes
- support estate rationalisation
- develop lifecycle investment plans



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Capital Planning, Estates and Infrastructure cont'd

- ensure whole-life costing informs investment decisions
- monitor capital budgets
- evaluate post-project benefits
- optimise utilisation of college assets
- support sustainability and carbon neutral investment decisions

Digital, ICT, Data and Information Services

Working jointly with the EMT lead and Information and Communications Technology (ICT) Director/leadership as well as the Director for Funding and MIS, the FD will:

- support delivery of the digital strategy
- develop technology investment plans
- oversee ERP and finance systems development
- ensure affordability of ICT infrastructure programmes
- support cyber resilience investment
- evaluate digital transformation business cases
- maximise return on technology investment
- ensure financial and student data integrity
- support integrated reporting and business intelligence

Noting for Capital planning, estates and infrastructure and Digital, ICT, data and information services items, joint ownership with Finance concerning capital investment decisions.



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Governance, Risk and Assurance

Provide strategic leadership for:

- financial governance
- internal control
- audit
- corporate risk
- insurance
- fraud prevention
- delegated authorities
- financial regulations
- procurement governance

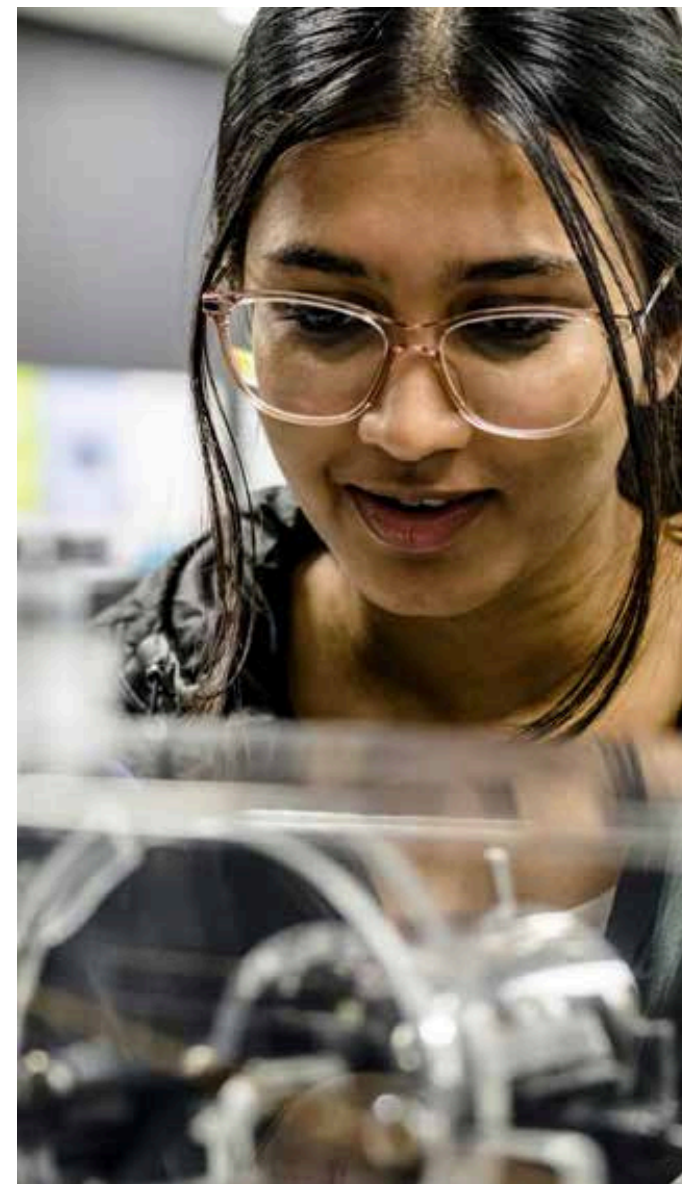
Act as principal adviser to the CFO on matters concerning:

- Finance and Resources Committee (FRC), Audit and Risk Committee (ARC) and Board (and as appropriate)

Commercial Development and Income Generation

Support the CFO and EMT by:

- evaluating commercial opportunities
- supporting partnership developments
- financial appraisal of investments
- identifying new income streams
- developing sustainable business models
- supporting subsidiary companies and joint ventures where appropriate



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Leadership and People

Lead a modern, customer-focused finance function by:

- developing high-performing teams
- succession planning
- coaching senior managers
- promoting inclusion
- embedding continuous improvement
- encouraging digital and AI capability
- supporting wellbeing and engagement

Collaborative Relationships

- CFO - Strategic financial leadership and corporate planning
- CEO and Principals - Strategic advice and organisational performance
- Director of Estates - Capital strategy, estates investment, major projects, lifecycle planning
- Director of ICT - Digital strategy, ERP, cyber security, infrastructure investment
- Director of MIS and Information - Funding assurance, student data integrity, financial reporting
- Executive Directors - Business partnering and resource planning
- Procurement - VfM, contracts and supplier governance
- HR - Workforce planning and pay modelling
- Governors - Financial assurance and strategic advice



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Success Measures

The FD will be expected to achieve:

Financial sustainability

- Strong financial health score
- Delivery of agreed surplus targets
- Robust cash flow
- Long-term financial sustainability

Governance

- Clean external audit
- Positive internal audit outcomes
- Full regulatory compliance
- Strong risk management

Capital Delivery

- Capital projects delivered within approved budgets
- Estates investment aligned with strategic plan
- Benefits realised from major capital programmes

Digital Investment

- Successful delivery of Finance and ERP improvements
- ICT investment delivers measurable organisational benefits
- Improved management information

Business Performance

- Timely, accurate management reporting
- Improved VfM
- Increased financial literacy across managers
- High satisfaction from internal stakeholders



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Health and Safety

- The postholder is responsible for discharging health and safety duties as outlined in HRUC's relevant Health and Safety policies. To ensure effective fulfilment of these responsibilities, the postholder will undertake any necessary or appropriate training, funded by the College Group.

Equality and Diversity

- All employees are required to work in a non-discriminatory manner and accept responsibility for the implementation of the College Group's equality and diversity policy throughout all personal contacts in the College Group and within their own area of responsibility.

Safeguarding Children and Safer Recruitment in Education including Prevent

- All staff and volunteers are expected to uphold safeguarding and safer recruitment. Appointments are subject to safeguarding checks and ongoing compliance with statutory guidance and the College Group's Safeguarding Policy.



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Person Specification

Essential Qualifications

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

Essential Experience

- Executive financial leadership within the Further Education Sector
- Capital programmes
- Governance
- Business partnering
- Digital transformation

Essential Knowledge

- FE funding
- DfE college financial handbook
- IFRS
- Charity/company law
- Treasury
- Procurement

Essential Leadership Behaviours

- Strategic thinking
- Collaboration
- Commercial acumen
- Integrity
- Influencing
- Innovation
- Inclusion



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Why Join HRUC?

- Be part of a values-driven institution making a positive impact on students and the community.
- Work in a collaborative, innovative environment with a supportive leadership team.
- Opportunity to shape the financial future and strategic direction of HRUC.
- Play a significant role in building a resilient organisation.



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How to Apply

We have retained FE Associates to support us in finding an outstanding individual to inspire excellent practice across our organisation. The application process is outlined below.

Initial Discussion and Recorded First-Stage Teams Interview

Prior to submitting an application, interested parties should arrange an initial conversation with our FE Associates lead consultant, by emailing Elle.Hurst@fea.co.uk, to discuss the role before the closing date. ***Once it is agreed for you to proceed with an application, the lead consultant will schedule a first-stage interview via Teams with you which will take place before the closing date and will be recorded.*** Once this interview has been scheduled, you should submit your application.

Please visit www.fea.co.uk/job/hruc-fd and complete the registration form to access the online application form and the equality and diversity form. At Step 2: Submitting your application, click Apply now.

Shortlisting and Invitation to Interview

After the closing time/date, our lead consultant will send all applications and recorded first-stage discussions to the College for shortlisting. Once the shortlist has been agreed, candidates will be notified by the lead consultant and shortlisted candidates will be invited to a formal interview/selection process with the College.

Safer Recruitment and Due Diligence Checks

Applicants are advised that, as part of the statutory guidance on Keeping Children Safe in Education, colleges/training providers are advised to make arrangements for an online search as part of due diligence on shortlisted candidates. The searches are aimed to assist in identifying things said or done that may harm the organisation's reputation or make the candidate unsuitable to work with children, young people and vulnerable adults. Where a cause of concern arises from the online search, a risk assessment will determine whether the concern is of such a nature that it is appropriate to exclude a candidate from the process or whether a clarification discussion, before or during an interview, is needed.

Key Dates

Closing date for applications: 9am on Tuesday 3 November 2026. We reserve the right to close this vacancy early should a volume of applications be received.

Interviews to take place week commencing Monday 16 November 2026.



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www.hruc.ac.uk



“STRONG FOR SKILLS”

“As one of the newest college groups we are on an incredible journey, so to achieve such a positive judgement from Ofsted is a real testimony to the extraordinary progress students and staff have made.”

- Keith Smith CEO