

# BLLENHEIM

## JOB DESCRIPTION

**Job Title:** Chief Financial Officer  
**Department:** Senior Management Team  
**Reports to:** Chief Executive Officer  
**Staff reporting to this post:** Head of Finance, Pye Financial Controller, Head of IT

**Summary of role:** Responsible for strategic financial planning and execution across the entire Blenheim Palace Estate and Pye Homes. The successful candidate will be a commercial and pragmatic leader with a proven track record of strategic planning, building effective and motivated finance teams, investment appraisal and improving the financial investment environment. This position “sits above the business” rather than within the businesses. It is focussed on ensuring that the Estate executes on its agreed strategies/plan, challenges strategies to see if they are producing their intended results and drives relentless long-term growth from all capital invested.

They will lead the Finance and IT functions, drive the profitable growth of the Estate and evaluate all new investment and business opportunities. It is a hands-on role, but positioned at the pinnacle of the business, interpreting data from around the organisation, helping to transform finance from a measurer and controller to a pro-active business partner.

**Tasks & Responsibilities:**

***Strategic and operational leadership***

- Ensuring that the Estate executes on its agreed strategies/plan, challenging strategies to see if they are producing their intended results and driving relentless long-term growth from all capital invested.
- Lead inquisitor of whether or not business strategies, financial strategies, initiatives and plans are working and delivering sustainable value.
- Analysing and reporting on the financial trends and information produced especially by the Heads of Finance and their teams.
- Continually measuring and reporting on the true return on assets and investments, reviewing asset allocation and capital allocation and in particular benchmark against both agreed targets and appropriate external comparators.
- Supporting the CEO in ensuring that resources are allocated to the most important opportunities.
- Supporting the multiyear strategic Business Plans and managing the short and long run cycle of business planning/budgets.

***Risk Management***

- A steward to regulate and manage risk while pursuing sensible risk-adjusted returns.
- Overall responsibility for the financial wellbeing of the Estate businesses including treasury and financial strategy.
- Delivering the appropriate compliance / governance / protocols and procedures.

# BLLENHEIM

## ***Management and Development***

- Development, mentoring and leadership of teams in Finance and IT, raising the levels of competence across the organisation and transforming Finance from a measurer and controller into a pro-active business partner.
- Lead Project Manager on significant organisational projects
- Maintaining a detailed knowledge of the structure and make sure all the senior team have a clear understanding of strategy.

## ***Stakeholder Management***

- Supporting the CEO in delivering papers to Trustees, capturing strategic level and summary metrics and crystallising key decisions and reviews.
- Providing the Trustees and Senior Management with rolling forecasts, KPI and trend analysis – both financial and non-financial.
- All performance reporting to the business and Trustees and Family.
- Production of an annual review of the business, including resource levels needed to optimally run the business.
- Maintaining excellent working relationships with the family, their trustees and advisors and all senior management.

## ***Taxation and professional***

- Tax planning and strategic tax position in all jurisdictions.
- Ensuring that all finance services and reporting, statutory and to Trustees, are delivered efficiently, and at pace, to a high standard.
- Liaison with Advisor Group auditors, tax advisors, legal advisors. Implementation of appropriate capital structures.

## **Skills & Experience:**

They will also either have previous experience of, or be able to demonstrate an engaged passion for, purpose-led businesses and will be excited by the opportunity to creatively engage in demonstrating that landed estates are not historic anachronisms but are uniquely powerful forces for good – being the lifeblood of the local economy, enhancing the lives of local people and sharing and protecting this extraordinary place and demonstrate a flair for creating/challenging business models which derive from or deliver this.

It would be very helpful if candidates had either background experience of either a large visitor attraction or a significant property business; previous experience of a landed estate is not required.

## **Person Specification:**

The successful candidate will be a commercial and pragmatic leader with a proven track record of strategic planning, building effective and motivated finance teams, investment appraisal and improving the financial investment environment.

# BLLENHEIM

## **Our Culture:**

At Blenheim, we are passionate about providing an environment for our employees to develop their skills, try new ways of learning and encouraging their talents to flourish. Our Blenheim Behaviours are shared by all and are an important aspect of joining the Blenheim Team.

- Relish a New Challenge Everyday
- Keep Our Promises
- Show Honesty with Kindness
- Share a Sense of Belonging
- Make History