

Head of Finance

Kaupapa | Purpose

Lead the Finance Team to deliver robust financial operations, including strategic planning, budgeting, risk management, compliance, and performance improvement, ensuring Toi Ohomai meets its statutory obligations and drives continuous innovation in financial systems and processes.

As a key member of the Senior Leadership Team, this role provides financial leadership across Toi Ohomai, working collaboratively to enhance organisational performance and support long-term sustainability and strategic objectives.

Reports to: Executive Director Finance and Infrastructure

Team: Finance

Remuneration: \$145,700 - \$182,000 (Fixed Remuneration excluding KiwiSaver)

Ārahi | Lead

Hold responsibility for financial leadership delivery, including strategic planning, budgeting, financial reporting, compliance, treasury management, and continuous improvement of financial systems and processes. Provide values-based leadership and management to the Finance Team to deliver objectives which are values-aligned, high quality, and focused on financial integrity, strategic insight, and continuous improvement.

Ensure the wellbeing, productivity, performance, and development of the Finance Team, growing kaimahi to contribute to the continuous quality improvement of Toi Ohomai through financial excellence, innovation, and collaborative practice.

Hold oversight of the organisation-wide financial budget, ensuring sound management and forecasting in partnership with stakeholders for the delivery of required outcomes, including (but not limited to) full utilisation of resources.

Ensure the Annual Report complies with the International Public Sector Accounting Standards and relevant legislation, achieving audit clearance.

Demonstrate visibility and engagement across Toi Ohomai activities.

Collaborate with other Toi Ohomai senior leaders contributing to the overall leadership of the organisation and ensuring leadership and delivery is connected and aligned.

Ngā mahi | Do

Lead the Finance Team to deliver accurate, timely, and insightful financial information and reporting that supports strategic decision-making and ensures Toi Ohomai meets its financial and statutory obligations.

Provide financial leadership across Toi Ohomai by collaborating with the Senior Leadership Team to drive sustainable growth, manage financial risk, and support long-term planning through robust forecasting, budgeting, and capital management.

Oversee the development and continuous improvement of financial systems, policies, and processes to enhance organisational performance, ensure compliance with accounting standards and legislation, and support innovation.

Foster a high-performing finance team by promoting professional development, mentoring, and a culture of collaboration within the team and across the wider organisation.

Ensure effective treasury and cash flow management by maintaining strong banking relationships, overseeing funding strategies, and ensuring compliance with Treasury policy and financial delegations.

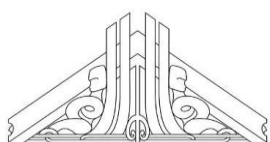
Demonstrate commitment to:

Ākonga at the center through ensuring positive outcomes for ākonga in all aspects of their learning journey.

Te Tiriti o Waitangi and Māori Success by positively championing and contributing to the success of partnerships with Iwi, Hapū and Mana Whenua, honoring Te Tiriti o Waitangi to uplift Māori success.

Equity by identifying and removing barriers to participation and achievement, and fostering inclusive, culturally responsive environments where all ākonga and kaimahi can thrive.

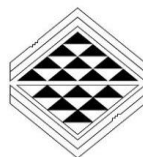
Vocational Education Excellence through building responsive provision and services to meet the needs of ākonga, and stakeholders and to enable future sustainability.



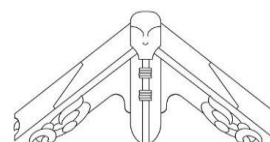
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA

Pūkenga | Have

Minimum Bachelor's Degree or equivalent qualification in Accounting, Finance, or a related field. CA or CPA membership.

Extensive experience in senior financial management roles, including responsibility for strategic financial planning, budgeting, and reporting in a complex organisation.

Proven experience leading and developing high-performing finance teams, with significant experience in a leadership capacity, ideally within the public sector, tertiary education, or similarly regulated environments.

Extensive experience in financial compliance and risk management, including interpreting and applying accounting standards, managing audits, and ensuring adherence to statutory and regulatory requirements.

Experience in advocating and/or leading the inclusion and application of Te Tiriti o Waitangi practices in a workplace setting.

Experience in supporting and advocating the use of te reo Māori, tikanga and mātauranga Māori in the workplace.

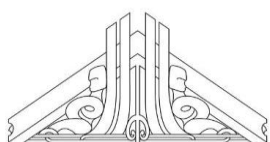
Demonstrated practice in advocating and supporting approaches that promote equity and prioritise the needs of priority groups.

Waiaro | Be

At Toi Ohomai, Toiohomaitanga describes our way of doing and being. It reflects how we care for each other, work together, and uphold our shared purpose. These behaviours apply to all kaimahi, with expectations scaled to the nature and level of each role. They guide how we show up in our mahi, contribute to our collective success, and reflect our commitment to Ā mātou uara | Our values in everyday practice.

Ako: Demonstrates curiosity and a commitment to continuous learning. Applies new knowledge to improve practice and outcomes and actively contributes to a culture of shared growth. This supports toitūtanga by sustaining excellence and adaptability over time.

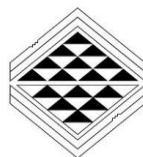
Authentic and Inclusive: Fosters inclusive environments where people feel safe, respected, and able to be themselves. Actively includes diverse perspectives, addresses inequities, and supports others to thrive. These behaviours reflect manaakitanga through care, generosity, and upholding the dignity of all.



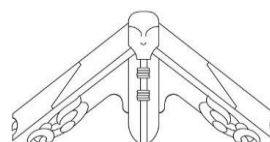
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA

Connected: Builds and maintains strong, trusting relationships across teams and communities. Fosters cross-functional collaboration by sharing knowledge, aligning efforts, and supporting others to achieve shared goals. Communicates with empathy and respect, contributing to a shared sense of purpose. This strengthens whanaungatanga by nurturing meaningful connections and collective wellbeing.

Innovative and impactful: Identifies opportunities to improve and applies evidence, creativity, and courage to drive meaningful change. Uses data and insights to inform decisions, challenge the status quo, and focus on outcomes that matter for ākonga, kaimahi, and communities. These behaviours reflect kotahitanga, recognising that lasting improvement is strengthened through collaboration and shared purpose.

Engaged: Actively participates in Toi Ohomai initiatives that advance our vision. Shares knowledge, supports others, and contributes to a positive, forward-focused culture. This is how we can live kotahitanga, working together with unity and purpose.

Self-aware: Demonstrates humility, reflection, and openness to feedback. Understands the impact of their actions and takes responsibility for creating conditions where others can thrive. This reflects toitūtanga through thoughtful and courageous practice that supports respectful relationships and sustainable ways of working.

Ngā Hononga Mahi | Working relationships

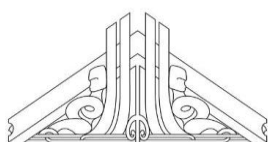
Internal: Executive Leadership, and teams, all kaimahi.

External: Auditors, Government Agencies, suppliers, contractors

Resource delegations and responsibilities:

Financial: As per delegated authorities

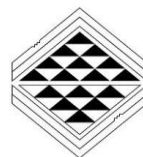
People: 10-12 direct and Indirect reports



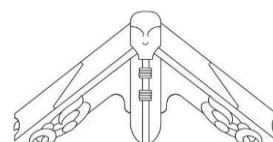
WHANAUNGATANGA



TOITUTANGA



MANAAKITANGA



KOTAHITANGA