

Role Description

Executive Director

Financial Risk Management



Treasury

Cluster	Treasury
Agency	NSW Treasury
Division/Branch/Unit	Policy & Budget/Financial Risk Management
Location	Sydney CBD
Classification/Grade/Band	Band 2
Senior Executive Work Level Standards	Work Contribution Stream: Professional/Technical/Specialist
Kind of Employment	Ongoing
ANZSCO Code	111211
PCAT Code	3119192
Date of Approval	28 April 2020
Agency Website	http://www.treasury.nsw.gov.au/

The organisation

NSW Treasury helps guide the State's growth for the benefit of the people who live, work and study in NSW. We do this by managing the State's finances and assets to make sure the community is gaining the most value from them and supporting reforms to maintain a strong and competitive economy. Our work includes boosting trade, investment and tourism, developing industry, supporting jobs growth, improving service delivery to the community and increasing living standards. We are purposeful and outcomes focused.

NSW is made up of a diverse community with different needs. It is crucial for us to understand and involve the voices of these communities that we serve, design and create policies for. We believe in a diverse workplace, where the best people for the job collaborate towards great outcomes, is a world-class workplace. Therefore, we are always on the lookout for people who can bring diverse perspectives that reflect NSW communities to ensure we are effective in the work we do.

Information about the structure and functions of the NSW Treasury can be sourced on our website: <https://www.treasury.nsw.gov.au> (Refer to "About Treasury").

About Policy & Budget

The Policy & Budget (P&B) team works collaboratively with agencies and partners to the State, to deliver fiscal, budget, banking and balance sheet outcomes for the State and citizens of NSW. The division encompasses agency relationship teams covering i) Premier, Education and Customer Service, ii) Health and Stronger Communities, iii) Transport, Planning and Industry and sector wide teams focused on iv) Budget, v) Banking and Financial Services, vi) Financial Risk Management, vii) Outcomes Performance.

Primary purpose of the role

The Executive Director provides leadership and strategic direction for the Financial Risk Management Group to assist in delivering NSW Treasury's world-class vision and goals. The purpose of the Executive Director role is to ensure that the strategic economic policy and fiscal management initiatives within government runs concurrent with best practice ideals.

The ideal candidate

The ideal Executive Director will understand the theory of financial risk management, have the time and people management skills to balance frequent urgent and ad hoc requests with longer-term background research, strong project management skills to ensure delivery of important Government priorities, strong liaison and consultation skills, and a management record of developing staff skills and contributing to broader Divisional and Departmental goals.

- **You are a respected and trusted advisor.** Provide timely expert advice and analysis on economic policy and fiscal management issues, as well as other internal and external financial risk management concerns, and provide the Deputy Secretary trusted advice which takes into consideration Government priorities and risks.
- **You are a strategic thinker.** Direct and oversee costings and analyses of alternative economic policies to inform the Treasurer regarding their potential fiscal and economic impacts.
- **You are a subject matter expert.** Implement financial risk management framework to optimise balance sheet management across the sector in collaboration with the Deputy Secretary.
- **You have an eye for detail.** Direct and oversee the preparation of regular correspondence for the Treasurer.
- **You possess technical acumen.** You remain cool and calm working to tight timelines to manage the identification of innovative strategies and economic, fiscal and commercial management policies to ensure policy objectives and service delivery outcomes are achieved in an efficient, timely and cost-effective manner.
- **You are an effective collaborator.** Develop and leverage relationships with key stakeholders and are a key influencer with other government agencies, nationally and/or internationally, negotiating fiscally responsible outcomes focused on best practice statutory compliance to optimise outcomes for the Department and the state.
- **You are a strong leader.** Direct and supervise reporting staff, determine operational priorities, monitoring and reviewing performance and providing leadership and guidance to ensure staff have the knowledge, skills and support to achieve Branch objectives and maintain a focus on delivering quality outcomes across Treasury and whole of government.

Key accountabilities

- Implement financial risk management framework to optimise balance sheet management across the sector in collaboration with the Deputy Secretary
- Operational management of the State's financial assets and liabilities including provision of advice to senior stakeholders on issues of strategic significance to the Government
- Develop a sustainability strategy and grow sustainable finance financial capability across the sector
- Understand economic policy and fiscal management issues, as well as other internal and external financial risk management concerns, and provide the Deputy Secretary trusted advice which takes into consideration Government priorities and risks.

- Work collaboratively with agencies to identify innovative strategies and economic, fiscal and commercial management policies to ensure policy objectives and service delivery outcomes are achieved in an efficient, timely and cost-effective manner.
- .
- Provide leadership within the Financial Risk Management Team to ensure the timely delivery of priority projects across both the Treasury and whole-of-government.
- Be a key influencer with other government agencies, nationally and/or internationally, negotiating fiscally responsible outcomes focused on best practice statutory compliance to optimise outcomes for the Department and the state.
- Comply with statutory requirements relating to work health and safety and implement strategies to promote ethical practice and an equitable, diverse and inclusive workforce environment.
- Influence the implementation of financial risk management policies, procedures and programs in line with the Governments overall strategic policy direction

Key challenges

- Applying effective influencing skills to achieve outcomes in an environment where implementation is reliant on other agencies but there is no line authority over these other agencies.
- Educating stakeholders in financial risk management best practices which are unfamiliar or foreign to them in order to achieve best practice outcomes.
- Partnering with key agencies and stakeholders to implement responsible policy outcomes which consider whole-of-government priorities and risks.
- Preparing diverse and highly complex documents including research papers, briefings, submissions and complex data analyses to support short and long term economic and revenue analysis.

Your place in the organisation

As the Executive Director in the Financial Risk Management Division, you are fully accountable for the quality, integrity and viability of the expert advice, services and performance provided. You set priorities, direct and integrate the work of specialist direct reports and provide information and guidance to other executives and Ministerial staff.

You are responsible for leading and coordinating major projects assigned and for ensuring all projects are sufficiently scoped, resourced and managed. You will direct and review Division projects, proposals and work to ensure efficient and effective delivery of high-quality outcomes and to monitor the progress of Division plans and achievements.

You will act within the standard Treasury delegated decision-making authority relating to the Division and refer decisions outside its control to the Deputy Secretary. You will be in the position to make recommendations to the Treasurer and Cabinet through the Deputy Secretary.

You will report to the Deputy Secretary, Policy & Budget and you will have approximately 3 Direct Reports.

Key relationships

Who	Why
Internal	
Deputy Secretary, Policy & Budget	<ul style="list-style-type: none"> Receive guidance and professional support, provide timely, expert advice and exchange information
Direct Reports	<ul style="list-style-type: none"> Monitor and review performance, provide leadership and guidance, foster ongoing professional development
Directors, Managers and staff across Treasury	<ul style="list-style-type: none"> Provide expert advice, build strong relationships to facilitate consultation and the exchange of information
External	
Key external stakeholders, including Revenue NSW, TCorp, Commonwealth and State Treasuries and industry specific representatives.	<ul style="list-style-type: none"> Develop and maintain effective working relationships and open channels of communication to facilitate liaison, consultation and engagement

Essential requirements

- Strong leadership and management skills to lead highly skilled and professional staff and strategically manage Branch resources to drive achievement of objectives
- Extensive experience in economic policy and fiscal management issues, as well as other internal and external financial risk management
- Excellent skills in economic analysis and research
- Tertiary qualifications in economics, finance or other relevant disciplines

Our Commitment to Diversity

At NSW Treasury, we are committed to building a respectful workplace, appointing the best person for the role, and supporting diversity across all areas.






We are on a journey to become more inclusive. We have a Diversity and Inclusion Council that works to ensure we are increasing representation of women, Aboriginal and Torres Strait Islander people and people with a disability in our workplace.

Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework

Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework		
Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Advanced
	Act with Integrity	Advanced
	Manage Self	Advanced
	Value Diversity	Advanced
 Relationships	Communicate Effectively	Highly Advanced
	Commit to Customer Service	Advanced
	Work Collaboratively	Advanced
	Influence and Negotiate	Advanced
 Results	Deliver Results	Advanced
	Plan and Prioritise	Advanced
	Think and Solve Problems	Advanced
	Demonstrate Accountability	Advanced
 Business Enablers	Finance	Advanced
	Technology	Adept
	Procurement and Contract Management	Adept
	Project Management	Advanced
 People Management	Manage and Develop People	Highly Advanced
	Inspire Direction and Purpose	Advanced
	Optimise Business Outcomes	Advanced
	Manage Reform and Change	Advanced

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework		
Group and Capability	Level	Behavioural Indicators
Personal Attributes Display Resilience and Courage	Advanced	<ul style="list-style-type: none"> • Remain composed and calm and act constructively in highly pressured and unpredictable environments • Give frank, honest advice in the face of strong, contrary views • Accept criticism of own ideas and respond in a thoughtful and considered way • Welcome new challenges and persist in raising and working through novel and difficult issues • Develop effective strategies and show decisiveness in dealing with emotionally charged situations and difficult or controversial issues
Personal Attributes Act with Integrity	Advanced	<ul style="list-style-type: none"> • Model the highest standards of ethical and professional behaviour and reinforce their use • Represent the organisation in an honest, ethical and professional way and set an example for others to follow • Promote a culture of integrity and professionalism within the organisation and in dealings external to government • Monitor ethical practices, standards and systems and reinforce their use • Act on reported breaches of rules, policies and guidelines
Relationships Communicate Effectively	Highly Advanced	<ul style="list-style-type: none"> • Articulate complex concepts and put forward compelling arguments and rationales to all levels and types of audiences • Speak in a highly articulate and influential manner • State the facts and explain their implications for the organisation and key stakeholders • Promote the organisation's position with authority and credibility across government and other jurisdictions and external organisations • Anticipate and address key areas of interest for the audience and adapt style under pressure
Relationships Influence and Negotiate	Advanced	<ul style="list-style-type: none"> • Influence others with a fair and considered approach and present persuasive counter-arguments • Work towards mutually beneficial win-win outcomes • Show sensitivity and understanding in resolving acute and complex conflicts and differences • Identify key stakeholder and gain their support in advance • Establish a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromise • Anticipate and minimise conflict within the organisation and with external stakeholders

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Results Plan and Prioritise	Advanced	<ul style="list-style-type: none"> • Understand the links between the business unit, organisation and the whole-of-government agenda • Ensure business plan goals are clear and appropriate and include contingency provisions • Monitor the progress of initiatives and make necessary adjustments • Anticipate and assess the impact of changes, including government policy and economic conditions, on business plans and initiatives and respond appropriately • Consider the implications of a wide range of complex issues and shift business priorities when necessary • Undertake planning to help the organisation transition through change initiatives, and evaluate progress and outcomes to inform future planning
Results Think and Solve Problems	Advanced	<ul style="list-style-type: none"> • Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues • Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others • Take account of the wider business context when considering options to resolve issues • Explore a range of possibilities and creative alternatives to contribute to system, process and business improvements • Implement systems and processes that are underpinned by high-quality research and analysis • Look for opportunities to design innovative solutions to meet user needs and service demands • Evaluate the performance and effectiveness of services, policies and programs against clear criteria
Business Enablers Finance	Adept	<ul style="list-style-type: none"> • Apply a thorough understanding of recurrent and capital financial terminology, policies and processes to planning, forecasting and budget preparation and management • Identify and analyse trends, review data and evaluate business options to ensure business cases are financially sound • Assess relative cost benefits of various purchasing options • Promote the role of sound financial management and its impact on organisational effectiveness • Obtain specialist financial advice when reviewing and evaluating finance systems and processes • Respond to financial and risk management audit outcomes, addressing areas of non-compliance in a timely manner

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
People Management Manage and Develop People	Highly Advanced	<ul style="list-style-type: none"> • Ensure performance development frameworks are in place to manage staff performance, drive the development of organisational capability and undertake succession planning • Drive executive capability development and ensure effective succession management practices • Implement effective approaches to identify and develop talent across the organisation • Model and encourage a culture of continuous learning and leadership that values high levels of constructive feedback and exposure to new experiences • Drive a culture of high performance and ensure performance issues are addressed as a priority
People Management Inspire Direction and Purpose	Advanced	<ul style="list-style-type: none"> • Promote a sense of purpose and enable others to understand the links between government policy, organisational goals and public value • Build a shared sense of direction, clarify priorities and goals, and inspire others to achieve these • Work with others to translate strategic direction into operational goals and build a shared understanding of the link between these and core business outcomes • Create opportunities for recognising and celebrating high performance at the individual and team level • Instil confidence, and cultivate an attitude of openness and curiosity in tackling future challenge