

Financial Business Advisor

Department for Child Protection

*Nurturing happy, healthy kids so they
can grow up safe and reach their full potential.*

CLASSIFICATION:	ASO7	DIRECTORATE:	Service Contracts and Commissioning
REPORTS TO:	Director, Service Contracts and Commissioning	FTE:	1.0
ROLES REPORTING TO THIS ROLE:	2.0FTE		

ABOUT THIS ROLE:

The Financial Business Advisor is accountable to the Director, Service Contracts and Commissioning for the effective integrated financial and business management of contracted services and delivery of business advisory, modeling and analysis support functions in order to strategically identify improvement opportunities, drive reform and evaluate the provision of contracted services. The primary focus of the Financial Business Advisor will be for the management of the Commissioning, Procurement and Contracts Business Advisory team in supporting and meeting the directorates' requirements within the business management, financial management, business advisory and systems compliance domains. This will include contracts financial performance management, compliance, systems and data integrity and reporting domains.

YOU WILL BE ADDING VALUE BY:

1. Initiate, develop and manage effective relationships with the Department Executive Directors to strategically identify improvement opportunities, drive reform and evaluate the provision of Service Contracts and Commissioning services in fulfilling operational requirements.
2. Establish and implement a business management framework and capability within the team incorporating contracts financial performance management to support the commissioning to procurement to contracts management lifecycle.
3. Provide strategic business advisory to support the development of funding scenarios, pricing structures, whole-of-life costing and value for money assessments to support commissioning strategies and procurement of services.
4. Ensure all financial assurance, systems/data integrity and compliance to all government and department frameworks, policies and procedures are met by the directorate such as Treasurer's Instructions and internal DCP Financial frameworks and policies.
5. Analyse and interpret Directorates performance against agreed key performance objectives, identifying variances and issues impacting financial results and providing advice on immediate and long-term corrective strategies to ensure efficient use of resources.
6. Provide financial modelling and analysis support to assess the financial impact of capital investment strategies and develop funding models and scenario based financial options for new initiatives and cost-effective service provision.
7. Coaching and supporting staff to address issues relating to change management and wellbeing and monitoring and managing team behaviours and communication.
8. Providing advice to the Director, Service Contracts and Commissioning as required to plan and prioritise key work within the Business Management unit, communicate priorities to staff within the unit and provide direction and problem-solving advice on matters to team members if required.
9. Facilitate the installation of a proactive business and financial performance approach and culture of continuous improvement through the development of educational material and training programs to the directorate.
10. Contribute as a senior member of the Service Contracts and Commissioning leadership team, to the timely delivery of directorate outcomes, as well as training, mentoring and business advisory.
11. Provide sound policy, advice and information in responding to Cabinet Submissions, Parliamentary Briefing Notes, Ministerial and other enquiries and represent, and advocate on behalf of, the directorate and department in relevant forums and committees.
12. Any other responsibilities in line with the classification level of the role as assigned by Line Manager and/or the Department. The responsibilities as specified above may be altered in accordance with the changing requirements of the role.
13. Contribute to maintaining a safe and healthy work environment by taking personal accountability by identifying and reporting incidents, hazards, and injuries in accordance with DCP policy & procedure and cooperating and complying with reasonable instructions of DCP line management and WHS Officers.



WHO YOU WILL WORK WITH:

- Director, Service Contracts and Commissioning (direct line manager)
- Service Contracts and Commissioning Directorate Leadership Team
- Finance, Procurement and Contracts Directorate
- DCP Executive and management
- Senior Program Officers
- Senior DCP finance officers
- Other government agencies including Department of Treasury and Finance and Shared Services SA.

QUALIFICATIONS

Essential: Nil

Desirable: an appropriate degree qualification in accountancy, business or commerce.

YOUR CAPABILITIES:

- Demonstrated experience in providing leadership within a complex and changing environment that motivates individuals and teams to achieve quality results
- Significant experience in, and detailed knowledge of, government financial and business management standards and governance, including researching and analysing complex and critical business-related data and documentation, identifying variances and issues impacting results and developing high level strategies that influence and guide the development and continual improvement of operations.
- Experience in managing the performance and development of staff and providing positive leadership in a large complex organisation in a climate of reform and continuing change, with demonstrated success in increasing the effectiveness and accountability of the organisation and successfully supporting people through change processes.
- A sound knowledge of modelling and analysis techniques and extensive experience applying significant delegated authority in determining compliant and appropriate methods and practices which impact operations and service delivery across a complex organisation.
- Demonstrated high level interpersonal and communication skills to effectively consult, liaise, negotiate and manage conflict with people at all levels, including writing responsive reports.
- Proven ability to work independently, under broad agency direction, exercise sound judgement in the development and implementation of practical solutions within defined budget and timelines and to plan activities and set priorities to achieve objectives and meet deadlines, often in a context of competing priorities and expectations.
- Demonstrate knowledge and commitment to promoting and creating a safe and inclusive work environment.

OUR COLLECTIVE RESPONSIBILITIES

- Maintain accurate and complete records in accordance with the *State Records Act 1997* and departmental policies, procedures and practice guidance.
- Understand and follow the requirements of confidentiality within the *Children and Young People (Safety) Act 2017*, and whole of government and DCP policies, procedures and practice guidance to facilitate appropriate standards of confidentiality and information sharing practice.
- Actively participate in performance development processes.
- Comply with reporting obligations arising from legislation, professional conduct standards including the Code of Ethics for the South Australian Public Sector, and departmental policies, procedures and practice guidance.
- Undertake mandatory training activities as specified with the DCP Mandatory Training Procedure.

SPECIAL CONDITIONS

- You must have, or gain, a current Department of Human Services working with children check prior to being employed and renew this every five years before expiry.
- You must be an Australian resident or provide evidence that you have a current work permit.
- You will need to undertake training in Child Safe Environments – Reporting Child Abuse and Neglect and other mandatory training as required.
- The incumbent will be required to achieve performance targets as negotiated and mutually agreed with the Director, Service Contracts and Commissioning.
- You may be required to perform duties in other locations/divisions/units dependent upon Departmental requirements.



- Actively contribute to Reconciliation, and to the aims and objectives of the Aboriginal & Torres Strait Islander Child Placement Principle.
- Demonstrate a commitment to preventing gendered violence against women consistent with DCP's status as a White Ribbon Accredited Workplace.
- Maintain the Program Standards of White Ribbon Reaccreditation.
- Actively support DCP's commitment to ensuring a workplace culture that is respectful, safe and inclusive where our employees are free from discrimination and are recognised for the individual and collective skills and perspectives that they bring by virtue of culture, race, gender, disability, age, sexual orientation, gender identity, intersex status and other differences.
- Act at all times in accordance with the Code of Ethics for the South Australian Public Sector and legislative requirements including (but not limited to) the *Public Sector Act 2009* and *Work Health and Safety Act 2012*.



YOU WILL CONTRIBUTE TO



OUR VISION is for all children and young people to grow up safe, healthy, connected and feeling loved so they reach their full potential.



OUR PURPOSE: The Department for Child Protection protects, cares for and empowers children and young people at risk and in care. We do this by working together with our key partners to respond to abuse and neglect, keep children and young people safe from further harm, help them heal from trauma and reach their full potential.



Leaders in practice excellence

Staff in all parts of child protection develop and use best practice in their work to deliver improved outcomes for children, young people, carers, and families.



Closing the Gap

We commit to a transformed child protection system that makes active efforts and where Aboriginal people and communities are empowered to lead decision making about the care and wellbeing of Aboriginal children and young people.



A child protection system that meets the needs of children and young people

We commission and deliver services based on a deep understanding of the needs of children and young people in care and our aspirations for them to heal from trauma and reach their full potential.



A thriving workforce

We are future focused in our workforce strategy, supporting and valuing our staff, proactively recruiting, and establishing sustainable systems, processes and workplaces that enable us to be highly effective.



Active and collaborative partnerships

We work together with our service partners and alongside the community to improve outcomes for children, young people, carers, and families.



Working alongside carers

We respect and value carers as vital partners in keeping children and young people safe and well.



Quality services and safeguarding

We are accountable and transparent, and pursue continuous improvements to promote the safety and wellbeing of children and young people throughout the services we fund and provide.

CERTIFIED CORRECT: 6 May 2026



Government of South Australia
Department for Child Protection