

## ROLE STATEMENT

**ROLE TITLE:** Executive Director, Finance and Business Services

**POSITION NUMBER:** M42690

**CLASSIFICATION:** SAES2

**CRIMINAL & RELEVANT HISTORY SCREENING:** General Probity (NPC)

**REPORTS TO:** Chief Executive Officer, CALHN

**AGENCY:** Central Adelaide Local Health Network

**DIVISION:** Finance

**IMMUNISATION RISK CATERGORY:** Category B

### CALHN PROFILE:

At Central Adelaide (CALHN), we're shaping the future of health through excellence in clinical care, research, and innovation. As South Australia's largest health network, we deliver exceptional, safe and connected healthcare for our patients, our community, and our people. With more than 17,000 dedicated employees, every day at CALHN presents an opportunity to make a real impact, not because it's expected, but because our strategic ambitions and core values guide us toward this vision.

Our values - *People First, Future Focused, Ideas Driven, and Community Minded* - are at the heart of everything we do. They define who we are, what we stand for, and the level of care and respect our consumers and their families can expect from us. These values shape our actions and help us deliver on our promise: to provide patients with the best possible care, today and into the future.

### ROLE PROFILE:

The Executive Director, Finance and Business Services is a key enabler of CALHN's mission—to deliver world-class, high-performing care through excellence, innovation and connected leadership. This role provides bold strategic and operational direction across CALHN's finance, performance, and business services portfolios, ensuring the network uses its resources to deliver maximum impact for patients, staff, and the broader community.

Reporting directly to the Chief Executive Officer and working in close partnership with health system leaders, the Executive Director plays a pivotal role in shaping the network's financial sustainability and strategic agility. The role leads a diverse portfolio spanning financial management, business services, performance reporting, procurement, contract management, business development, operational support, and enterprise improvement.

With a strong focus on integration and alignment, the Executive Director ensures that finance and business services are responsive to the needs of clinical programs and designed to support proactive decision-making across the organisation. By embedding a culture of accountability, data-driven performance, and commercial insight, the role enables CALHN to remain adaptive, future-focused, and strategically aligned.

The position leads a team of around 100 FTE and manages a \$3.4 billion financial portfolio—comprising direct oversight of CALHN's \$2.6 billion core budget, peripheral oversight of \$0.8 billion in Statewide Clinical Support, and strategic support to the AusHealth Board. Through this leadership, the Executive Director ensures CALHN's financial and operational functions are resilient, effective, and positioned to drive innovation and value across the health system.

## KEY ROLE OUTCOMES:

### The key outcomes required of the role include:

- Provide future-ready financial leadership across CALHN, empowering teams to deliver exceptional care, meet performance targets under the Service Performance Agreement, and maximise the impact of every dollar spent.
- Deliver bold strategic advice on funding models, asset planning, and resource optimisation—translating complex systems into actionable insights that drive smart, forward-looking decisions.
- Produce high-impact executive reporting and strategic financial analysis to inform the CEO and Executive Team, ensuring resource alignment with CALHN's operational and health system objectives.
- Elevate financial governance by championing transparency, reliability, and excellence in data management, systems integrity, and compliance practices.
- Embed performance accountability through fit-for-purpose frameworks that link strategy to delivery—driving performance uplift across every business unit.
- Lead a culture of continuous improvement through data-driven performance reporting, KPI monitoring, and strategic initiative tracking to support agile decision-making.
- Advance contemporary budgeting practices that facilitate strategic resource allocation and empower CALHN to meet SA Health's evolving priorities.
- Align operational strategy with business enablers such as workforce, digital infrastructure, asset and capital programs, and procurement—ensuring seamless integration and efficiency.
- Offer commercial insight to support high-impact decisions in risk management, compliance, and value creation.
- Oversee strategic operations including non-clinical services, facilities, and capital infrastructure, driving alignment, innovation, and service excellence.
- Maintain a trusted partnership with the AusHealth Board and CEO, contributing strategically to governance, commercial performance, and enterprise alignment.

## CHALLENGES:

The Executive Director, Finance and Business Services will lead through transformation in a dynamic health system the following items, but not limited to:

- Working a complex multi-stakeholder environment and building lasting, high-trust relationships across the CALHN Board, Department for Health and Wellbeing, Treasury & Finance, and AusHealth.
- Supporting system reform and realignment by providing strategic financial insight that enables sustainable service redesign in step with SA Health's evolving reform priorities.
- Undertaking finance transformation by embedding a modern governance culture focused on budget ownership, financial literacy, and devolved accountability across CALHN.
- Ensuring enterprise resilience by having financial strategies that remain adaptive, risks are well-managed, and a culture of performance underpins all decision-making.

## KEY RELATIONSHIPS:

### Internal

- Chief Executive Officer (Direct Line)
- Executive Leadership Team
- Director, Finance Services and Procurement (Direct Report)
- Director, Financial Management and Improvement (Direct Report)
- CALHN Governing Board, predominately through the Finance & Investment sub-Committee
- Strong working relationship with the local health network Program Leadership Teams, clinicians and other service key stakeholders.

### External

- Strong working relationship with the Chief Finance Officer, Department for Health and Wellbeing and the integrated Finance services.
- Strong working relationship with the Deputy Chief Executive Officer Performance and Commissioning, Department for Health and Wellbeing
- Strong relationship with Board and Chief Executive Officer, AusHealth.
- Functional relationship with other SA Health local health networks and services.
- Key representative for CALHN in SA Health and SA Government network groups and Finance stakeholder groups.

## DELEGATIONS:

- **Financial** in accordance with CALHN's Delegation of Authority Document
- **Human Resources** in accordance with CALHN's Delegation of Authority Document

## SAES SELECTION CRITERIA: CORE COMPETENCIES

The South Australian Executive Service (SAES) is a community of executives from the South Australian public service united by its purpose to help people and businesses in South Australia thrive.

Founded in shared values, collective leadership and a prospective outlook, SAES works to improve the quality of strategic policy and service delivery for South Australia.

The core competencies of the SAES framework require executives to be able to:

- Shape Strategic Thinking and Change
- Achieve Results

- Drive business Excellence
- Forge Relationships and Engages Others
- Exemplify Personal Drive and Professionalism

#### **SPECIAL CONDITIONS / GENERAL REQUIREMENTS:**

- A contract term up to three years.
- It is mandatory that no person, whether or not already working in SA Health, may be appointed to a position in SA Health unless they have provided a satisfactory current Criminal and Relevant History Screening, as required by the *SA Health Criminal and Relevant History Screening Policy Directive*.
- Appointment is subject to immunisation risk category requirements. There may be ongoing immunisation requirements that must be met.
- Managers and staff are required to work in accordance with the Code of Ethics for South Australian Public Sector, Directives, Determinations and Guidelines, and legislative requirements.
- Maintain a safe working environment by adopting appropriate management practices and have an understanding of, experience in, and ability to manage legislative requirements of the *Work Health and Safety Act 2012*.
- Work within the legislative requirements of the *Public Sector Act 2009* and the *Work Health & Safety Act 2012 (SA)*, *Return to Work Act 2014 (SA)*, *Independent Commissioner Against Corruption Act 2012 (SA)* and other relevant Acts and Regulations.
- Achieve performance targets that are negotiated and mutually agreed with the Chief Executive Officer.

#### **HANDLING OF OFFICIAL INFORMATION:**

- SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised. SA Health employees will not misuse information gained in their official capacity.
- SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible.
- Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

## KEY SELECTION CRITERIA / ESSENTIAL REQUIREMENTS

### Essential

- Demonstrated success in leading the strategic financial management of a large, complex organisation during periods of reform and change, with a focus on improving effectiveness, accountability, and long-term financial sustainability.
- Proven ability to build trust and credibility with senior internal and external stakeholders, including clinical staff and government agencies, by effectively influencing, negotiating and communicating financial strategy and priorities aligned to organisational goals.
- Extensive experience in the analysis, evaluation and presentation of financial and operational data to executive and board-level audiences, delivering actionable insights that enhance business performance and decision-making.
- Deep understanding of financial governance, audit, and compliance frameworks (preferably within the public or health sectors), with a proven ability to develop robust financial systems and processes that withstand scrutiny and manage organisational risk.
- Demonstrated ability to lead and develop high-performing finance teams, fostering a culture of collaboration, continuous improvement and shared accountability to support service delivery excellence.
- Substantial experience in the strategic oversight of procurement, contract management, and commercial activities within a complex environment, ensuring compliance with public sector frameworks, value for money, risk management, and the delivery of quality outcomes through effective sourcing strategies.

**Executive:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:**        /        /

**Chief Executive Officer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:**        /        /