

POSITION DESCRIPTION



Position Title	Senior Financial Planning Analyst
Location	North Sydney
Position Type	Full Time
Business Unit	Corporate Services
Reports To	Financial Planning & Analysis Manager
No. of Direct Reports	0
Date:	November 2024

About MLA

MLA works in partnership with the red meat industry and the Australian Government to deliver marketing, research and development products and services to cattle, sheep and goat producers. Our core purpose is to deliver world leading outcomes that fuel global competitiveness, sustainability and producer profitability.

Our values:

- Integrity at heart - We are unwavering in our commitment to our stakeholders.
- Stronger together - We embrace diversity and collaborate to deliver impact.
- Future focused - We strive to continuously improve and push boundaries towards a better future.

Position Purpose

The Senior Financial Planning Analyst will partner directly with the business to provide reporting, insightful analysis and ad hoc modelling to facilitate the delivery of budget and strategic plan objectives. The role will assist with in the preparation of the 5-year strategic plan, annual investment plan (budget), rolling forecasts, financial modelling and reporting to internal and external stakeholders.

Key Accountabilities

Business Partnering

- Proactively engage with GM's, Program Managers and Project Managers to ensure:
 - Investments are in line with budget;
 - KPIs are achieved;
 - Milestones and activities are delivered on time;
 - Business initiatives are modelled and monitored
 - Product outcomes and impacts are captured in an accurate and timely manner; and
 - Feedback is distilled into insightful monthly and quarterly management commentary
- Present financial, KPI and other insights in monthly and quarterly business unit meetings
- Provide decision support and ad hoc analysis to Program Managers and GM's as required

Management Reporting and Analysis

- Assist with writing the finance report commentary for the Board. The report covers income, project investments, overheads, KPIs, milestone management and operational statistics
- Timely and accurate preparation (and ongoing enhancement) of weekly, monthly and quarterly management reporting/ROI reporting and dashboards
- Assist with the development of the Annual Report
- Monthly and quarterly analysis of financial and non-financial performance (eg KPIs, operational statistics). Distilling this analysis into concise and insightful commentary, reporting and presentations for internal and external stakeholders
- Reporting and analysis of marketing investment, R&D projects and software development.

Planning and Budgeting

- Delivery of rolling forecasts, budgets and strategic plans (using Oracle PBCS)
- Assisting Program Managers with the development of their Business Plans
- Monitoring and planning of the project investment pipeline
- Development of ad hoc financial and forecast models that underpin various business initiatives.

Project Governance

- Partner with the business to ensure that project investments comply with MLA's policies, align with business plans and are adequately funded.

Accounting

- Income deferrals (eg grant funds)
- Accruals
- Intangible assets
- Cost allocations and recharges
- Preparing income statements for Grant Agreements

Comply with MLA's policies and procedures in workplace health and safety as applicable to self, other Workers and all activities within area of responsibility and control

Key Relationships

Internal	Financial Planning & Analysis Manager - Manager Business Planning & Evaluation Manager General Managers and Senior Leaders – key customers Chief Operating Officer Corporate services team – peers
External	Peak Industry Councils, DAFF

Other (i.e. travel required, on call)

Occasional travel to Armidale and Brisbane offices.

Authority

What does the person have the authority to do?

Work in accordance to agreed performance standards as defined by the Financial Planning & Analysis Manager.

What does the person need to seek approval for?

Vary reporting requirements for ET and Board Members

Change key assumptions that underpin existing business models that support reporting to external / board / MD.

Essential Qualifications / Skills / Experience / Competencies

- 5+ Years Commercial / Business Analyst Skills
- Relevant tertiary qualifications in Business, Finance/Accounting, Economics or other related discipline
- CA/CPA qualified
- Advanced Excel skills including working with complicated models
- Strong Powerpoint skills
- Oracle PBCS or other OLAP software experience
- Excellent interpersonal skills
- Strong written and verbal skills
- Strong influencing skills
- Customer centric approach to the provision of support to internal customers
- SAP experience preferred
- Excellent attention to detail, an inquisitive mind