

Chief Financial Officer Role Description

Team	Leadership Team
Location	Slacks Creek
Classification Level	Contract
Reports to	Chief Executive Officer

Your Story. Our Commitment.

At YFS, our teams show up every day, listening deeply and responding with care. People feel seen, heard, and genuinely supported because our staff bring unwavering commitment, walking alongside them to honour their stories and help shape their futures.

Our Values



Excellence – We don't just deliver services – we create meaningful impact



Integrity – We act with honesty, transparency and respect



Optimism – We see possibility where others see barriers



Steadfastness – We walk alongside our communities with determination, grit, and care



Courage – We challenge systems, policies, and practices that create inequity

YFS has a long history of working with and empowering First Nations peoples.

The YFS Cultural Framework sets out our continuing commitment and the actions we will take as a community member, a service provider and an employer to back First Nations peoples to achieve their aspirations and thrive.

YFS is committed to promoting a unified, harmonious, safe and inclusive community. We recognise that all types of diversities deepen and enrich our community and provide an invaluable asset for our future.

We pride ourselves on ensuring our services and work environments are safe, inclusive, welcoming and accessible for all, regardless of ethnicity, gender, gender identity and expression, sexual orientation, disability, or religion.

Primary Purpose

The **Chief Financial Officer** (CFO) leads the financial strategy of YFS, ensuring sound financial management, strong governance and sustainable growth. The role partners with the Board, CEO and Leadership Team to provide strategic financial insights, organisational risk and support the achievement of YFS's mission and long-term goals.

Key Accountabilities

Strategic Financial Leadership

- Lead the development and delivery of YFS's financial strategy to support organisational sustainability, growth and strategic priorities.
- Provide expert financial advice and insights to the Board, CEO and Leadership Team to support informed decision-making.
- Contribute to organisational planning by providing financial modelling, forecasting and scenario analysis for strategic initiatives and investments

Financial Management and Performance

- Oversee the preparation, implementation and monitoring of organisational budgets, forecasts and long-term financial plans.
- Ensure the provision of accurate, timely and meaningful financial reporting to support operational and strategic decision-making.
- Monitor organisational financial performance and identify opportunities to improve financial outcomes and sustainability.
- Oversight of the financial planning and reporting of programs meet service contracts and legal obligations.
- Contribute to the development and implementation of service and business modelling and implementation.
- Be a key strategic advisor and partner to our social enterprise operation.

Governance Risk and Compliance

- Ensure compliance with all relevant accounting standards, legislative requirements, contractual obligations and regulatory frameworks.
- Lead the development and maintenance of effective financial governance, internal controls and assurance processes.
- Oversee organisational risk management activities relating to finance, investments, insurance and financial sustainability.

People Management

- Supervise and mentor direct reports and ensure that there is contemporary human resource practices including recruitment, induction, supervision, performance management, professional development and learning being applied across the service cluster.
- Lead, develop and support the Finance Team to deliver high-quality, customer-focused services across the organisation.
- Foster a culture of accountability, collaboration, continuous improvement and professional excellence.
- Ensure effective workforce planning, performance management, capability development and succession planning within the team.
- Work in partnership with YFS Human Resources personnel and Management to develop a mobile and professional workforce that succeeds in a dynamic environment.

External Relationships

- Develop and maintain strategic relationships and partnerships that contribute to YFS' ongoing viability, reputation and the provision of quality social services.
- Cultivate positive relationships with community, government and business leaders and contribute to the development of across agency collaborative initiatives and projects.

Risk management

- Identify current and emerging risks, undertake risk assessments utilising the YFS's risk assessment and risk management frameworks, develop contingency plans and implement swift correct action within scope of work or escalate risks to minimise or avoid negative consequences.
- Contribute to our Workplace Health and Safety practices in accord with legislation, YFS policy, procedures and standards.
- Work within the standards and principles of safeguarding children and vulnerable adults. YFS Ltd. has a zero tolerance of physical and sexual abuse, including grooming behaviours, and all allegations and safety concerns will be treated very seriously and consistently as per our Safeguarding Framework, policies, procedures and legal duties.

Business systems and reporting

- Ensure client and staff planning, reporting, documentation and record keeping requirements across the team are efficiently dealt with using available technology and in line with YFS organisational requirements.
- Prepare complex reports for the CEO and executive management team using professional skills and experience.

Cultural respect

- Recognise and respect the history and ongoing impacts that Aboriginal and Torres Strait Islander people experience.
- Oversee the delivery of service outputs that are respectful of person and community centred practices for Aboriginal and Torres Strait Islanders and people from diverse cultural backgrounds.

Relevant skills, knowledge and experience

Experience and qualifications

- Degree qualification in Accounting, Commerce, Finance or a related discipline is essential
- Current CPA Australia or Chartered Accountant (CA ANZ) membership
- Meaningful experience in in a similar role.
- Not-for-profit experience would be an advantage, but not essential.
- Social enterprise experience would be an advantage, but not essential.

Knowledge and experience specific to the role

- Extensive knowledge of financial management, strategic planning, budgeting, forecasting, financial analysis and organisational performance reporting.
- Experience providing strategic financial advice to Boards, Chief Executives and Leadership Teams to support organisational decision-making.
- Strong knowledge of accounting standards, taxation requirements, financial governance frameworks, audit processes and regulatory compliance obligations.
- Demonstrated experience leading organisational risk management, internal controls, insurance and financial assurance activities.
- Proven ability to develop financial models, business cases and scenario planning to support organisational growth, sustainability and investment decisions.
- Experience managing complex funding environments, including government contracts, grants, acquittals and multiple funding streams.

- Strong commercial acumen and the ability to identify opportunities that strengthen organisational sustainability and financial performance.
- Demonstrated experience leading and developing high-performing finance teams through change, continuous improvement and capability development.
- Experience overseeing financial systems, business intelligence, reporting platforms and continuous improvement initiatives to enhance organisational effectiveness.
- Highly developed stakeholder engagement, negotiation and communication skills, with the ability to present complex financial information to a range of audiences.
- Demonstrated commitment to ethical leadership, organisational values and fostering a culture of accountability, collaboration and continuous improvement.

Additional skills and experience

- Strategic thinker with the ability to balance long-term organisational objectives with operational priorities.
- Demonstrated ability to influence decision-making and build credibility with Boards, Executives, managers and external stakeholders.
- Highly developed analytical and problem-solving skills, with the ability to interpret complex information and provide practical recommendations.
- Strong business partnering skills with the ability to translate financial information into meaningful insights for non-financial stakeholders.
- Exceptional communication and presentation skills, including the ability to prepare and deliver clear, concise and impactful reports and recommendations.
- Proven ability to lead through change, drive continuous improvement and foster innovation.
- Strong leadership capability with a commitment to developing, mentoring and empowering high-performing teams.
- Demonstrated ability to build collaborative relationships and work effectively across diverse teams and stakeholder groups.
- High level of professional integrity, accountability and sound judgement.
- Demonstrated commitment to social justice, community impact and delivering services that create positive outcomes for vulnerable individuals, families and communities.

Other role requirements

- Current Queensland C Class driver licence.
- Current First Aid Certificate, or ability to obtain.
- Current Positive Notice Blue Card.
- Current National Police Check.

Additional information

Note: An employee may be directed to carry out such duties as are within the limits of the employee's skill, competence and training. All people employed by YFS are required to observe its policies and procedures.

Employment in the position will be subject to an annual Performance Plan and Review, with initial appointment subject to a probationary period of five months.