

Position description

Position title:	Manager Financial Policy	Team:	Financial Policy
Division:	AC - Group Finance	Reports to:	General Manager Funding and Financial Policy
Department:	Funding and Financial Policy	Direct reports:	7
Unit:	Financial Policy	Indirect reports:	Nil



Our commitment to te ao Māori

We honour te Tiriti o Waitangi, accord value to te ao Māori (the Māori world), support kaitiakitanga and are responsive to the needs of Māori. You support and promote the development of staff confidence and capability across te reo Māori, tikanga Māori, te ao Māori and te Tiriti o Waitangi, so everyone can contribute to the delivery of Māori Outcomes for and with Māori.



Purpose of the job

To lead the provision of expert policy advice on the funding tools for the council group (rates, IFF levies, development contributions, fees and charges, and other sources).



Key responsibilities

- Lead the development and review of key financial policies for the Council
- Ensure that high-quality advice on financial policies is consistently delivered on time and is supported by robust research and modelling
- Lead the provision specialist revenue and financial advice and services when needed to key internal and external stakeholders
- Ensure that all legal obligations regarding financial policies are identified, understood and implemented and any potential legal risks are well managed and are mitigated by effective controls
- Lead the ongoing development of the team's skills, knowledge and technical expertise in the area of financial policy analysis.
- Ensure that processes are continuously being reviewed and improved.
- Accept, support, and contribute to change initiatives within the business.
- Be aware of, and demonstrate, the principles of **Our Charter**. This sets out the expectations for conduct at Auckland Council.
- Be aware of, and demonstrate, **Our Behaviours** in ways that support inclusivity and adaptability in every aspect of our work.
- At Auckland Council, "health and safety starts with me" (ka timata te hauora me te ariā hauata ki a au) and everyone has a duty to keep themselves and others safe. Our **Health and Safety Policy Statement** and our **Health and Safety Management Framework (SMF)** explain the specific HSW duties applicable to this role, including Injury Management responsibilities applicable to people leaders.

 Outcomes	• The council's key financial policies satisfy all legislative requirements, contribute to the achievement of the council's strategic objectives and align to agreed policy principles such as fairness and transparency • Key internal and external stakeholders have a clear understanding and strong buy-in to the council's financial policies • The team is recognised internally and externally for the quality of the advice provided
 Key skills	• Expert public sector policy analysis skills and a highly collaborative approach to policy development • Ability to lead a team to consistently deliver high-quality advice within agreed timeframes despite changing and conflicting priorities. • Strong technical knowledge of taxation principles and the economic impacts of revenue policies and strategies • An analytical mind with the ability to think strategically and link revenue policy decisions to intended strategic outcomes • Excellent written and verbal communication skills • Able to negotiate and achieve buy-in from executive and elected leaders, both internally and externally
 Job requirements	• A strong tertiary degree qualification in Economics or Public Policy, preferably at a post-graduate level. • Minimum 10 years' experience at a senior level in financial policy and funding • Experience in coaching and developing policy experts • Previous commercial and financial experience ideally combined with elements of public policy decision-making or regulatory oversight. • Understanding of local government sector and local government funding legislation a distinct advantage • Experience in use of Microsoft Office applications

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by incumbents in the assigned job. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the incumbent. From time to time, employees may be required to perform duties outside of their normal responsibilities as needed.

Approving manager:	Version date:		
Group Chief Financial Officer	October 2026		
 Job framework	Job function:	Job family:	Job:
	Finance	Analysis & Advisory	Senior Team Manager Finance J

Auckland Council behaviours



SERVE

Aucklanders serving Aucklanders



DEVELOP

Step up from good to great



COLLABORATE

Success comes when we work together



ACHIEVE

It's up to us to make it happen