

JOB DESCRIPTION

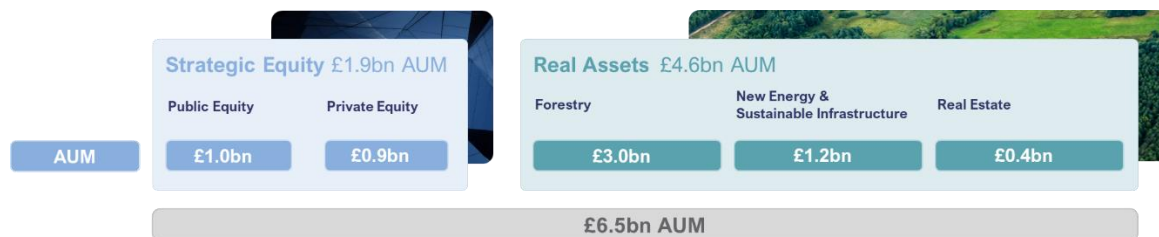
Position Title	Director of Finance
Position reports to	CFO
Salary	TBC
Location	London
Position type	Permanent

Business Overview

Gresham House is a specialist alternative asset manager providing funds, direct investments and tailored investment solutions, including co-investment across a range of highly differentiated alternative investment strategies. Our expertise includes strategic public, private equity (private assets), timber, renewable energy, housing and infrastructure. We aim to deliver sustainable financial returns and we are committed to building long-term partnerships with our clients to help them achieve their financial goals.

From a standing start in December 2014, through a combination of acquisitions and organic growth, the Gresham House business has grown exponentially, with assets under management now at c.£6.5 billion, (31 December 2021), providing a strong and scalable platform from which to continue to grow. The team is delivering on its objectives and now has c.200 employees working in London, Oxford, Dumfries and Perth in Scotland and Dublin.

The business divides into two divisions - Strategic Equity and Real Assets:



1. As at 31 December 2021

Role Objective

The Finance Director is a newly created role based in London and will provide substantial support to the CFO across a number of areas, which due to the nature and growth of our business includes: acquisitions, LTIP projects, regulatory reporting, corporate activity such as fund raising, IR and other areas that require clear analysis to draw a swift conclusion and to move forward.

The individual will have ability to communicate and distill technical accounting language and methods into understandable and relatable concepts.

Key Responsibilities / Accountabilities:

- The role will be responsible for supporting the CFO on all financial management aspects of Gresham House.
- Produce a clear timetable for all the annual financial processes and work with CFO, the Group Financial Controller and relevant parties to deliver.
- Oversight on all processes: Board reporting, Financial reporting, Management accounts and provide a narrative/context around and to support the figures.
- Draft quarterly Board papers for CFO to review.
- Develop models to concisely and simply explain figures and concepts to a varied audience.
- Support CFO and work with COO and HR on annual remuneration and LTIP reviews and processes.
- FP&A - work closely with FP&A manager and all aspects of forecasting, budgeting and modelling.
- Oversight on regulatory reporting, including the development of the ICAAP report into the new ICARA.
- Lead on producing and compiling Annual Report – working with Group Financial Controller, Group Management Committee, Marketing and other key stakeholders.
- Drafting technical accounting memos to form accounting judgements to be reviewed by the CFO with the aim of signing off accounting treatment with auditors and audit committee.

Investor Relations (IR)

- Provide support to CFO on IR and roadshow materials and presentations.
- Enhance the materials that Gresham House externally present through detailed analysis.
- Support CFO on setting market guidance based on forecasting.
- Provide supporting analysis available for Q&A from brokers and monitor trends with competitors, particularly with a focus on ESG.

Technical Accounting

- Lead on and investigate what Gresham House should be focusing on in this area and look at where to research standards and approach.
- Capability and awareness of evolving accounting standards including upcoming climate accounting as part of the Group's full TCFD reporting in 2022.

Accounting system upgrade

- Part of project team to upgrade our current accounting systems – evolves from current desktop based to a cloud based product, which suits the Group's fast growing and acquisitive nature.
- This project will require input from a detailed accounts level and will also need system implementation oversight.

Stakeholders:

- Group Management Committee
- Group Financial Controller and FP&A Manager
- Divisional Finance Directors for Real Assets and Strategic Equity, to understand wider business context, management accounting and forecasting
- Auditors

Skills & Experience:

- At least 7/8 years PQE in a business environment which operates at pace
- Degree and ACA (or equivalent)
- Excellent attention to detail combined with strong Organisational and time management skills
- Experience of ICAAP / ICARA and regulatory reporting (RegData)
- IFRS knowledge
- Fund accounting and asset management experience
- Listed company experience
- Strong IT skills – Excel and PowerPoint
- Strong aptitude for numbers

Personal Attributes

- A “safe pair of hands” - efficient, reliable, thorough and with excellent attention to detail.
- Ability to take ownership and deliver with a “can-do” attitude.
- Fast paced - ability to work on a variety of tasks with tight deadlines and reprioritise accordingly
- Willingness to “roll up sleeves” and be involved with all elements of the Finance function
- Able to communicate effectively, build relationships and adapt to anyone within the broader team and business leaders
- Commitment to the business and the team – the ability and wish to contribute over and above and most importantly have fun while doing it!

Gresham House is an equal opportunities employer and encourages all qualified candidates to apply regardless of their racial, ethnic, religious and cultural background, gender, sexual orientation or disabilities. Gresham House is dedicated to encouraging a supportive and inclusive culture amongst all our employees.

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