



SCOTTISH  
FUTURES  
TRUST

## POSITION PROFILE

Finance Manager – Projects &  
Investments



The Organisation.....	3
The Opportunity.....	4
Preferred Candidate Profile.....	6
Remuneration and Recruitment Process .....	8





The Scottish Futures Trust (SFT) was established in 2008 as an arm's length company owned by Scottish Government. As infrastructure specialists, it works hand in hand with the public and private sectors to maximise the benefits coming from their infrastructure projects – whether that is how they are paid for, how they are built, how they are used or how they are maintained.

**SFT has a vision of 'world class infrastructure for the people of Scotland' which is underpinned by four core values:**

- **Bold** - Believing in what it does, with commitment and courage to enable successful outcomes
- **Collaborative** - Sharing knowledge, experience and working in partnerships to achieve more for Scotland's communities
- **Dynamic** - Accelerating positive outcomes by promoting innovation and being a catalyst for change
- **Ambitious** - Striving to excel and inspire by raising expectations





<b>Job Title:</b>	Finance Manager – Projects & Investments
<b>Reports to:</b>	Senior Associate Director – Project Finance
<b>Team:</b>	Investments
<b>Location:</b>	Edinburgh

## Job Purpose:

The Finance Manager will be responsible for consolidating, analysing, modelling and reporting on financial information to support PPP infrastructure programmes and the investments held by Scottish Futures Trust Investments (SFTi). This will include leading the production of the SFTi annual statutory accounts under the supervision of the Head of Finance.

## Location:

The post holder will be based at our office in Edinburgh. Our teams work flexibly with an expectation that you need to be in the office for in-person meetings, as required. Additional travel may be required to attend external meetings or site visits.

## Responsibilities:

- No direct reports
- No budget responsibility

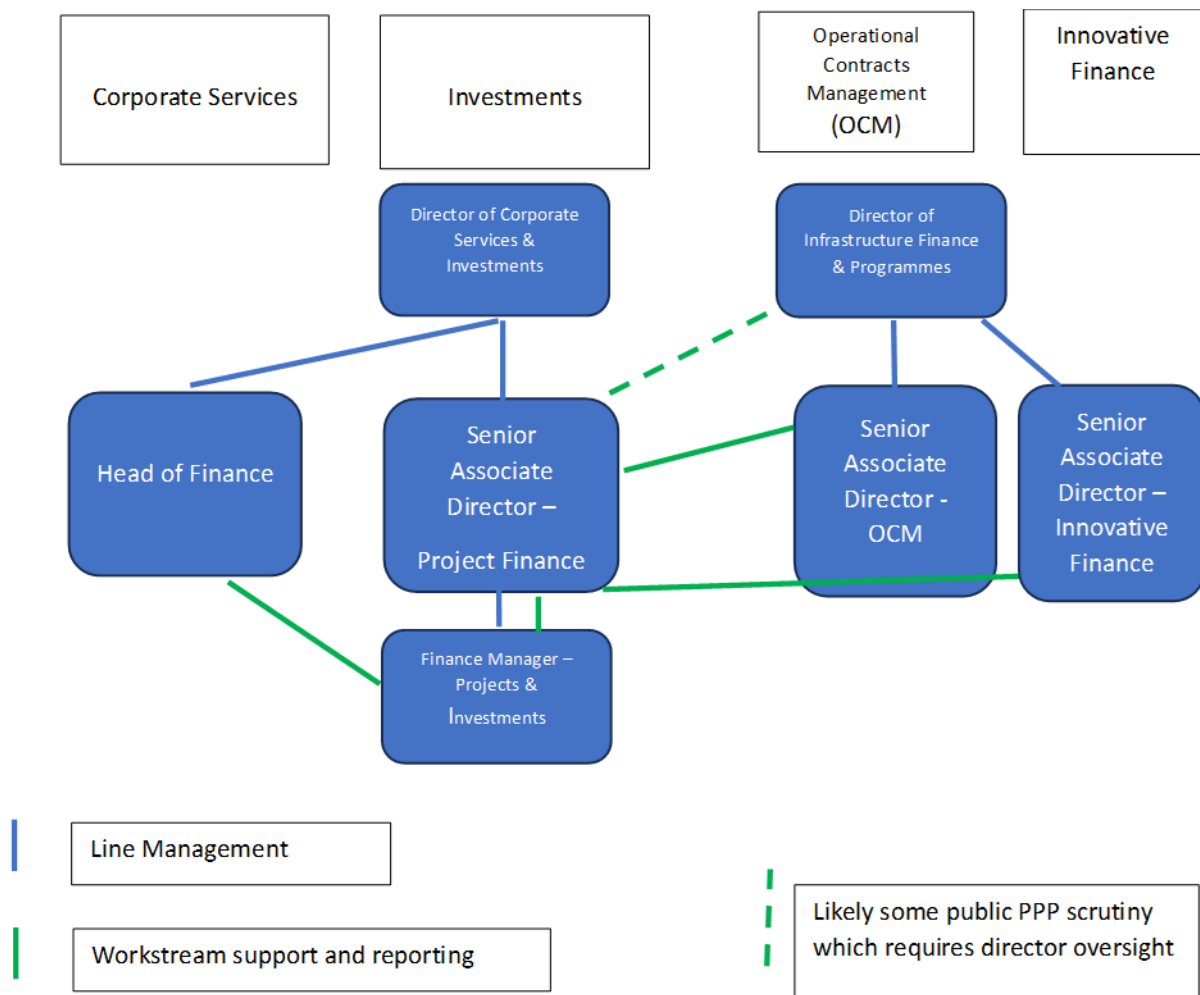
## Principle Accountabilities:

- Analyse and track investment performance from Design, Build, Finance and Maintain (DBFM) operational models through use of the SFTi portfolio model, including forecasting income due to SFTi and the carrying value of investments including fair value calculations and any impairments to ensure high-quality management information for the SFTi Board
- Lead on the external audit and production of the SFTi statutory accounts under the supervision of SFT's Head of Finance. This will involve shadowing the Head of Finance initially in year 1 with the aim of leading from year 2 onwards
- Assist the Senior Associate Director – Project Finance with the preparation of SFTi board and Group Audit Committee reports
- Update forecasting models for future revenue commitments for hub and Non-Profit-Distributing (NPD) PPP programmes, to support Scottish Government budget processes and data reporting
- Review and update published data for the hub programme and NPD companies (e.g. investor information)



- Develop briefing materials to support responses to ad hoc queries from Scottish Government's Infrastructure and Investment Division and other external interested parties to support scrutiny of SFT infrastructure programmes
- Provide ad hoc support to the Senior Associate Director – Project Finance on briefing materials for the Public Interest Director forum
- Support the Senior Associate Director – Project Finance on financial analysis work in considering future revenue-funded investment programmes
- Ad hoc support to the Operational Contracts Management team on data analysis of Scotland's PPP contracts

## Structure:





## Contextual Information:

The role holder will have the ability to work collaboratively with and influence people by developing long-term relationships by understanding the core aims of SFT, getting to know stakeholders and earning their trust and respect. The role will require someone who can produce high-quality deliverables at pace, especially for senior executive audiences including Scottish Government stakeholders, board and audit committee members, parliamentary committees and external auditors.

The role holder will be required to provide consistent and high-quality financial information to a range of internal and external stakeholders to improve external reporting, internal business intelligence and investment monitoring, to proactively inform decision-making. Sound judgement, showing initiative and problem-solving attributes are essential. The workload will be demanding, and the role holder must be able to organise their workload to plan and prepare for peak reporting periods and prioritise to ensure deadlines are met. Excellent planning and organisational skills are therefore key.

The hub programme is based on a partnership between the public and private sectors to deliver new community facilities that are built by five hub companies spread across Scotland, themselves joint ventures between the public and private sectors. More information can be found here:

[hub Programme - Workstreams - Scottish Futures Trust.](#)

Across Scotland and through the hub Programme, SFTi has invested £16.5m in 41 Design, Build, Finance and Maintain (DBFM) projects, all of which are now fully operational. More information can be found here:

[SFT Investments - Workstreams - Scottish Futures Trust.](#)

SFT led the Non-Profit Distributing (NPD) programme to deliver 10 major infrastructure projects in the transport, health and education sectors and these projects are now fully operational. More information can be found here:

[Innovative Finance - Workstreams - Scottish Futures Trust.](#)

Strong interpersonal skills are required to support the role holder in establishing and maintaining good working relationships with SFT colleagues, key contacts in Scottish Government, public sector clients, board members, external auditors and other key stakeholders.

**The role will be for 5 days per week.**



## Knowledge, Skills and Experience - *Essential*

- Degree or equivalent relevant experience
- Qualified Accountant, member of a recognised accountancy body
- Experience of managing key stakeholder relationships
- Advanced Excel skills
- Self-motivated with a strong ability to prioritise tasks and actions.
- Experience of interpreting and manipulating complex financial models (most are in Excel)

## Knowledge, Skills and Experience - *Desirable*

- Public sector experience
- A good understanding of PPPs and project finance (additional training can be provided)
- Infrastructure sector experience
- Financial investment experience
- Good level of Statutory Accounts experience

## Competencies:

**Drive For Results** - Puts energy into achieving results and takes action to exceed goals and expectations. This includes being courageous in striving for continuous improvement and taking calculated risks to pursue opportunities to deliver results more effectively and efficiently.

**Working with Others** – the willingness and the ability to work positively and proactively with colleagues and others by creating open and honest working relationships in order to achieve the best possible outcomes.

**Focus on Quality** – the underlying drive to ensure that quality is consistently high within the working environment. It includes the identification and maintenance of standards to meet the needs of the organisation, together with a desire for accuracy in the workplace.

**Impact and Influence** – the ability to convince, persuade or influence others towards a point of view. It is about working collaboratively to gain commitment to a course of action, idea or vision.



**Salary:** Competitive Salary & Benefits Package

## The Recruitment Process:



**Will Dodds, CFO Services**  
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**Claudia Prat, CFO Services**  
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- The search and selection process of this assignment is being managed by advising consultants, Will Dodds and Claudia Prat at Rutherford Cross – [wilddodds@rutherfordcross.com](mailto:wilddodds@rutherfordcross.com) / [claudiaprat@rutherfordcross.com](mailto:claudiaprat@rutherfordcross.com)
- Selected professionals will then be invited to interview with selected shareholders and stakeholders
- All third-party applications, enquiries and direct approaches to SFT will be referred to Rutherford Cross