

POSITION DESCRIPTION

Position details

Position title:	Director Financial Compliance
Classification:	SO
JRN	QLD/573347
Location:	Brisbane
Division:	Regulatory Standards and Support
Branch:	Financial Compliance
Business Unit:	Financial Compliance
Reports to:	Assistant Commissioner, Regulatory Standards and Support

Position Purpose

The purpose of this position is to

- Lead the Commission's Financial Compliance Branch including compliance and enforcement of project trusts, licensees' obligations under the *Queensland Building and Construction Commission Act 1991* and the *Queensland Building and Construction Commission (Minimum Financial Requirements) Regulation 2018* and other finance-related matters to ensure the delivery of high-quality regulation of the building and construction industry.
- Provide the Commission and QBC Board with expert advice on financial compliance and enforcement matters including best practice methodology for delivering this function.
- Provide leadership support to the attainment of the Commission's vision, purpose and values. This includes proactively monitoring and managing strategic, performance, financial, operational and human resource risks.
- Strategically lead and manage the Financial Compliance Branch
- Provide effective communication on financial compliance and enforcement issues.

About Us

The QBCC is committed to promoting, supporting and encouraging respect, equity, diversity and inclusion across all aspects of our business and increasing staff awareness and respect for Aboriginal and Torres Strait Islander peoples and cultures.

Inclusion and diversity play an important role in the shaping of QBCC's culture and how our workplace operates both internally and externally. We are proud advocates of inclusive and flexible workplace practices which we believe are essential in creating safe, positive and productive work environments for everyone to enjoy. All reasonable support and access requirements will be accommodated to the extent possible, in accordance with the relevant legislation.

For information about QBCC including our Vision, Purpose and Mandate, visit our website:
www.qbcc.qld.gov.au.

Our purpose

We deliver excellence in regulatory services to reduce risk and offer protection from harm.

Our vision

A thriving and resilient building and construction industry inspiring confidence, and supporting sustainable social, environmental and economic outcomes for Queenslanders.

Our values:



Pursue
excellence



Be courageous



Be helpful



Focus on
people



Be connected



Value
customers

Key Outcomes and Accountabilities

The aim of this role is to:

- Lead the delivery of the Financial Compliance Branch. This will include:
 - Effectively and efficiently managing the performance, evaluation and improvement of designated regulatory/compliance programs and associated activities - this includes annual audit programs as provided for in the *Queensland Building and Construction Commission Act 1991* and the *Minimum Financial Requirements (MFR) Regulation 2018*
 - Provide staff with appropriate direction, guidance, training and assistance
 - Developing, implementing and monitoring business KPI's and budgets
 - Development of a Consumer complaint process including intake, assessment and conciliation process for the proper investigation of alleged breaches of legislation
 - Developing proactive state-wide compliance strategies including enforcement action through the courts and the Queensland Civil and Administrative Tribunal.
 - Providing support and reports for the various statutory entities and other committees which form part of QBCC's constitution and/or responsibilities.
 - Development and management of the implementation of relevant governance frameworks, associated systems, policies, processes and Commissioner Directives, making sure staff are aware of their obligations as set out in these documents, to ensure program integrity and effective implementation of the government's regulatory regime and consistency across the QBCC.
 - Overseeing the preparation of and administering the branch's annual business plan, budget and contribute to the development of the QBCC's strategic plans; and
 - Coaching, guiding and developing managers and staff.
- Cultivate sound working relationships with relevant stakeholders including industry associations, community groups, and interstate counterpart organisations to promote a greater awareness of the Commission and its aims, foster a collaborative partnership approach, and keep informed of relevant developments.

- Identify emerging issues, risks and opportunities and provide timely, relevant, specialist information and expert advice to the Assistant Commissioner Regulatory Standards and Support, Chief Building Regulator, Commissioner, QBC Board and Minister including preparing correspondence, briefing notes and cabinet submissions.
- Support the Assistant Commissioner Regulatory Standards and Support, Chief Building Regulator, Commissioner, QBC Board in determining relevant strategies, policies and procedures and Commissioner Directives. This will include researching and preparing policy papers for the Board and its committees.
- Contribute to the ongoing review and development of QBCC's strategies and performance.

Candidate Attributes:

1. Demonstrated successful high-level leadership and management experience preferably in a regulatory, consumer protection or law enforcement environment.
2. Demonstrated experience in leading and managing compliance and enforcement functions and delivering high quality outcomes and results.
3. Knowledge of Australian Accounting Standards and International Financial Reporting Standards and ability to interpret financial statements or ability to rapidly acquire same.
4. Demonstrated high-level communication, interpersonal and negotiation skills with a proven ability to develop strategic and collaborative relationships.
5. Demonstrated ability to lead change and take the initiative.

Highly Desirable Attributes

- Have sound knowledge and experience in the application of contemporary accounting practices and principles including Australian Accounting Standards and International Financial Reporting Standards
- Business, Commerce and/or Accounting Degree.

Other Requirements:

- This position description provides the minimum requirements for the position. The incumbent may be required to undertake other duties as required.
- Delegations and authority to act – this position may be required to exercise certain powers in accordance with legislation and QBCC's business delegations.
- All staff must comply with their responsibilities under the applicable legislation. Including the following:
 - *Work Health and Safety Act 2011 (Qld)*
 - *The Public Sector Ethics Act 1994, including The Queensland Public Sector Code of Conduct*
 - *Public Sector Act 2022 (Qld)*

Employment screening

The role requires satisfactory clearance of a variety of pre-employment checks (which may include criminal history checks, social medial checks, financial history checks, national police checks, and medical assessments). Failure to consent to the required checks will render the applicant unsuitable for the role. All personal information obtained in the application process will be treated confidentially and held securely by the Commission. Applicants who have lived or worked overseas will be required to provide a current police clearance.