



# Role profile

<b>Job title</b>	Manager, Public Sector Audit and Assurance
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<b>Role family</b>	<b>Management responsibility:</b>
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COO	Does this role have management responsibility for others? <b>No</b>	Manager/Specialist
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## Overall purpose of role

To influence policy makers nationally and internationally by developing strategic insights and cutting edge thinking on the latest public finance audit and assurance issues and to prepare high quality technical and practical information for members, and make policy representations on public sector matters.

## Main responsibilities of role

The main responsibility of this role is to report to and work closely with the Public Sector director and, as appropriate, with senior ICAEW staff to establish an authoritative and credible leadership position for ICAEW internationally on public sector audit and assurance.

Working as part of a wider ICAEW public sector team led by the director responsible for ICAEW activities within the public sector, the post holder will develop and maintain a good understanding of policy debates and challenges concerning audit and assurance in central and local government. The activities likely to be undertaken include:

- Attending/convening meetings/events with key stakeholder bodies to discuss matters of common interest and ensuring that the interests of members of the profession and the public interest are recognised before or at an early stage in future developments.
- Leading projects which require high quality strategic thought leadership outcomes and/or guidance on important technical issues in respect of public sector audit and assurance.
- Taking lead responsibility for responses to public sector consultations, consulting members on technical and practical issues and preparing representations to external parties.
- Attending/convening meetings/events with key stakeholder bodies to discuss matters of common interest and ensuring that the interests of members of the profession and the public interest are recognised before or at an early stage in future developments.
- Delivering high quality technical and practical information to members for example, through writing articles for the public sector community newsletter, contributing/presenting on webinars and face to face community events.
- Networking and building relationships with key players within stakeholder bodies as well as potential and existing Community members.

The role will also encompass close engagement with ICAEW's public affairs team which will encompass debates over specific UK public sector reporting issues and developments in health, local government etc. and may include involvement with wider reporting issues such as UK Whole of Government accounts.

- Specific duties will vary from time to time in line with the business needs.

## **ICAEW values – all staff are expected to work to these values**

The 3 i's – Initiative Insight and Integrity

The 3 i's are the values that drive our attitude and approach to working at ICAEW, along with our ways of working being agile, collaborative and innovative.

### **Initiative**

- Actively collaborating to identify needs and look for innovative solutions.
- Bring together different groups and communities to work together.
- Empowering people to be agile, so they can take ownership and harness the collective efforts of ICAEW in a flexible and responsive way.

### **Insight**

- Actively gathering insights to develop innovative and considered thought.
- Collaborating with our networks to voice different perspectives and insights internally and externally to stimulate discussion and debate.
- Being agile in finding new and timely ways to provide understanding and insight to our members, organisations and government

### **Integrity**

- Acting with transparency, consistency and openness as Integrity underpins all activity we undertake.
- Standing by your principles to adhere to the highest professional standards even when facing adversity.
- Doing the right thing, even when no one is looking.

## **Candidate profile**

The post holder will preferably be a qualified ICAEW Chartered Accountant with the confidence and interpersonal skills to deal with senior level representatives of the accountancy profession and to represent the ICAEW at meetings and the ability to work well with other ICAEW staff, in particular the wider ICAEW public sector team.

Excellent communication skills (both oral/listening & written) and a high standard of presentation and accuracy are critical.

The post holder needs to adopt a flexible approach to the tasks allocated to him or her and have a very conscientious attitude towards work. He/she must be proactive, organised and have the potential to engage confidently with senior professionals in explaining the technical and practical policies and materials of ICAEW, internally and externally.

Practical experience of working in the public sector, including leading central/local government audit and assurance assignments.

The post holder will need to ensure they have very high quality standards of work and are able to meet deadlines. Tact and diplomacy are required when dealing with active and ICAEW members, as is the ability to work well under pressure and prioritise tasks where necessary.

