

## Job Description

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|----------------------|------------------------------|-------------------------------|---|
| <b>Directorate:</b>  | Resources                    |                               |   |
| <b>Service:</b>      | Corporate Finance            |                               |   |
| <b>Location:</b>     | Preston/Hybrid               |                               |   |
| <b>Salary range:</b> | SCP 30-35                    | <b>Grade:</b>                 | 9 |
| <b>Reports to:</b>   | Corporate Accounting Manager | <b>Staff responsible for:</b> | 1 |

### Job purpose and scope

- Experienced professional providing accountancy service for the county council and client organisations. The work will require a knowledge and understanding of corporate accounting principles and legislation.
- The role holder will identify and interpret existing and proposed legislation and professional codes of practice, assessing and reporting on the implications.
- The role-holder will liaise with managers, and service leads across the council to ensure accounting regulations are being adhered to, such that the financial information produced is reliable, and to an auditable standard.
- The role holder will be responsible for producing parts of the statutory corporate accounts and be responsible for ensuring the quality and appropriateness of the information being produced.
- The role holder will manage and be responsible for the day-to-day liaison with the council's external auditors.
- The role holder will have the expertise to deal with complex tasks and issues across a range of situations including capital accounting, group consolidation and financial instruments and will need to manage changing priorities using professional judgment to respond to differing situations. Although working within well-defined functional objectives, the role holder will be expected to proactively challenge procedures through an analysis of regulations, legislation or best practice.
- The Corporate Accountant will engage in continued professional development and keep an active interest in current and emerging developments in the public sector and in accounting issue

## The Lancashire Mindset

Here at Lancashire County Council, we are helping to make Lancashire the best place to live, work, visit, and prosper. To help us achieve this, we have introduced the Lancashire Mindset: Growth, Ownership, Optimism, and Positive Impact. Adopting this mindset across the entire organisation not only brings our values to life but also emphasises the collective commitment to delivering the best for the people of Lancashire.

The Lancashire Mindset serves as a guiding force for a culture rooted in growth, ownership, optimism, and the commitment to making a meaningful positive impact.



## Accountabilities/Responsibilities

- Deliver and manage a full range of professional assignments and activities (e.g. inspections, assessments, investigations, caseloads) within a defined area to meet service requirements and to ensure council compliance with statutory, regulatory and professional requirements.
- Provide specialist advice and guidance to internal/external customers, making technical/professional recommendations about a course of action appropriate to the situation.
- Provide technical assistance and specialist training to more junior colleagues or external parties to ensure they are equipped to deliver their responsibilities.
- Identify opportunities for improvements to policies and procedures within work area in order to improve professional practice and customer service. This may include periodically providing analysis of management information to more senior professionals regarding possible improvements.
- Plan, control and manage small/medium projects to meet a well-defined brief, and provide input to larger projects to resolve specific issues. This may include analysing complex data and producing ad hoc reports using professional expertise
- Develop and maintain effective relationships and communications with other agencies and service providers to share information, build working relationships and to ensure joined up service provision.

## Other

- **Equal Opportunities**  
We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- **Health and safety**  
All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
- **Customer Focused**  
We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.
- **Safeguarding Commitment**  
We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.
- **Skills Pledge**  
We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

## Our Values

**We expect all our employees to demonstrate and promote our values:**

- **Supportive**  
We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.
- **Innovative**  
We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.
- **Respectful**  
We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- **Collaborative**  
We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

## Person Specification

All the following requirements are essential unless otherwise indicated by \*

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

### Qualifications

- Degree qualified (or equivalent) in relevant subject plus number of years' experience in a similar role  
OR
- Significant vocational experience, demonstrating development through involvement in a series of progressively more demanding relevant roles  
OR
- Formal professional qualification within specialism (ACCA/CIMA CCAB Part/Fully Qualified).

### Experience

- Experience of working independently with relevant specialised systems, equipment and/or IT software.

### Essential knowledge, skills & abilities

- Up to date and thorough knowledge and understanding of the work practices, systems, processes and procedures relevant to the role, and a good understanding of the Council policies and services related to the role.
- Detailed understanding of the professional, regulatory, statutory and corporate frameworks/standards relevant to the role.
- Sound analytical and problem-solving capability.
- Able to formally train and mentor other professional staff.
- Ability to influence others' behaviour through effective relationship building.

### Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.



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