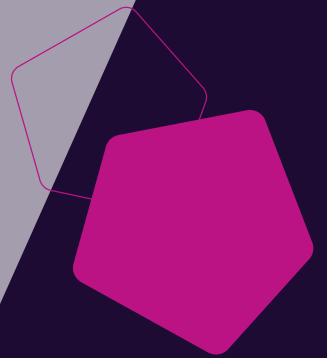


CANDIDATE INFORMATION PACK



**Lincoln Bishop
University**

CHIEF FINANCIAL OFFICER



CONTENTS

01

About Lincoln Bishop
University

02

About the Role

03

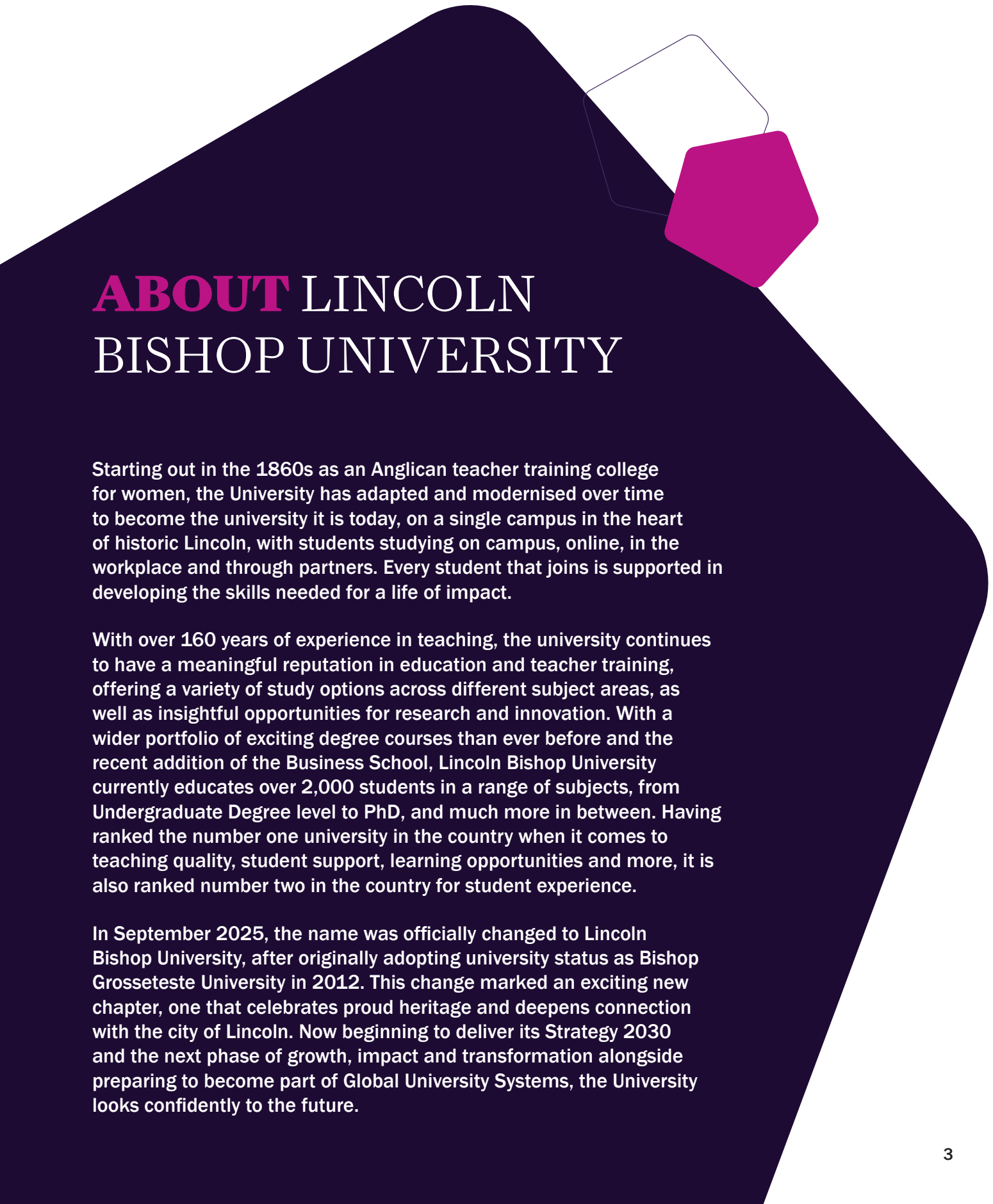
Key Responsibilities

04

Person Specification

05

How to Apply



ABOUT LINCOLN BISHOP UNIVERSITY

Starting out in the 1860s as an Anglican teacher training college for women, the University has adapted and modernised over time to become the university it is today, on a single campus in the heart of historic Lincoln, with students studying on campus, online, in the workplace and through partners. Every student that joins is supported in developing the skills needed for a life of impact.

With over 160 years of experience in teaching, the university continues to have a meaningful reputation in education and teacher training, offering a variety of study options across different subject areas, as well as insightful opportunities for research and innovation. With a wider portfolio of exciting degree courses than ever before and the recent addition of the Business School, Lincoln Bishop University currently educates over 2,000 students in a range of subjects, from Undergraduate Degree level to PhD, and much more in between. Having ranked the number one university in the country when it comes to teaching quality, student support, learning opportunities and more, it is also ranked number two in the country for student experience.

In September 2025, the name was officially changed to Lincoln Bishop University, after originally adopting university status as Bishop Grosseteste University in 2012. This change marked an exciting new chapter, one that celebrates proud heritage and deepens connection with the city of Lincoln. Now beginning to deliver its Strategy 2030 and the next phase of growth, impact and transformation alongside preparing to become part of Global University Systems, the University looks confidently to the future.

ABOUT THE ROLE

The University is seeking an experienced and strategically focused Chief Financial Officer (CFO) to lead the University's financial strategy, financial management, and institutional risk management during a pivotal period of transformation and transition. This senior role provides a unique opportunity to help shape the future of the University in alliance with the University's strategic partner, Global University Systems.

Through their strategic and operational leadership, the CFO will make a major contribution to the delivery of transformative experiences for students, staff and partners whilst ensuring the financial sustainability of the institution within a competitive operating environment. The CFO will report directly to and work closely with the Vice Chancellor and CEO; they will play a visible and influential role as a member of the University Executive Group (UEG), with key responsibilities spanning financial leadership, risk, audit, people, estate planning, and digital transformation.

This is a highly impactful position ideal for a commercially minded finance leader who understands and respects the values of a mission-driven, socially purposed organisation.

Start Date:	_____	As soon as possible
Remuneration:	_____	£120,000 per annum (Full-time)
Responsible to:	_____	Vice Chancellor and CEO
Direct Reports:	_____	Financial Controller Chief Planning and Data Officer Head of HR Head of Campus Operations



PURPOSE OF THE ROLE

The CFO will serve as the University's most senior finance professional, accountable for:

Leading on all aspects of financial strategy, resilience, management, and reporting

Overseeing institutional risk management and financial controls

Guiding the external audit process to a successful conclusion

Ensuring the effectiveness of internal audit

Supporting the development and implementation of sub-strategies for Estates and Accommodation, People and Data and the University's Digital Transformation Roadmap

Enhancing the University's data environment and business processes

Providing executive-level advice to the Vice Chancellor and CEO and University Council

Strategic and operational alignment of Finance and corporate service functions

Visible and credible leadership during a period of organisational change.

KEY RESPONSIBILITIES

Leadership of the University

- Lead on the development and implementation of financial strategies and plans to drive the development of the University.
- Ensure key financial and business aims and objectives are being delivered in accordance with university strategies and plans.
- Provide a visible leadership presence across the University.
- As a member of the University Executive Group, work with the Vice Chancellor and CEO on the formulation of plans to strengthen and develop provision and related services across the University.
- Work collaboratively with the Provost and Chief Academic Officer to ensure the Academic Portfolio is delivered efficiently, and achieving the required financial, funding and contract targets.
- Ensure university funding returns are made in a timely and accurate manner, ensuring the integrity of the student records, finance and HR systems.
- Work collaboratively with other members of the University Executive Group and Management Groups to ensure the successful introduction of new working practices and methods in support of the University.
- Support the work of University Council and its members in order that they can meet their governance obligations, acting as the lead officer for the Finance and Audit Committees of University Council.

Financial Strategy, Planning, Performance and Control

- Ensure the formulation and implementation of financial strategies and business plans to sustain the financial health and commercial resilience of the University.
- Ensure strong financial performance in order to deliver positive educational outcomes.
- Ensure there are robust processes for setting the University's annual revenue and capital budgets and assisting budget holders in preparing budget submissions.
- Monitor the institution's financial and business performance against a set of key performance indicators that are designed to deliver efficiencies and value for money.
- Ensure that the Vice Chancellor and CEO is fully informed through the provision of timely and accurate financial information and forecasts in order that they are able to carry out their role as Accountable Officer effectively.
- Ensure University Council is kept well informed of the financial performance of the organisation on a regular basis through the provision of accurate and timely management accounts, cashflow forecasts and other financial information.
- Prepare the annual statutory accounts for the University and relevant regulators and liaise with external auditors to ensure the University is meeting its statutory and other obligations.
- Lead the preparation and delivery of an ongoing and affordable capital investment programme in order that the University can continue to provide high quality resources and experiences to students.
- Ensure the effective operation of key financial controls, processes, systems and procedures and ensure that budget managers are aware of their responsibilities.
- Advise upon, and ensure, effective cashflow and treasury management, and investment of the University's funds reporting to University Council, University Executive Group and University Management Group.
- Ensure that budget managers receive accurate and timely information and development to assist them in their roles of managing University financial resources.
- Ensure full compliance with the University's financial regulations and funding rules and policies.
- Ensure the security of the University's assets and maintenance of an effective Assets Register.
- Maintain effective relationships with relevant external stakeholders, including bankers, pension providers, regulators and funders.

Risk Management and Audit

- Assume responsibility for ensuring the effective deployment of strategies to identify, manage and mitigate institutional risks.
- Maintain effective risk management processes and systems, ensuring Council Members and university managers are fully informed on the key risks facing the University.
- Ensure that risk management processes flow across the University, with managers fully engaged in the effective risk management practices.
- Act as the reporting officer to the Audit Committee of University Council.
- Work effectively and in a timely manner with internal and external auditors to ensure all audit matters are complied with to the satisfaction of regulators, the Vice Chancellor and CEO and University Council.
- Agree the annual cycle of audit with the Auditors, Vice Chancellor and CEO and Audit Committee, and monitor its effective implementation.

Estates and Infrastructure

- Provide strategic leadership and effective oversight of the University's Estates, Accommodation and Campus Operations, enabling efficient and effective provision of client related services for estates planning, management and support services.
- Evaluate estates-related investments and business cases, ensuring alignment with financial strategy and sustainability goals.

Health and Safety

- Provide strategic leadership and effective oversight of the Health and Safety function enabling a safe environment for students, staff and visitors.
- Provide assurance to University Council that Health and Safety is effectively managed across the University.

People and Culture

- Provide focused leadership to staff across the University ensuring the highest levels of standards and service are delivered.
- Ensure change is effectively communicated to staff and managed in a purposeful manner.
- Embed a leadership culture based on responsibility and accountability where all colleagues play an active role in achieving the University's objectives.
- Be visible to staff, maintaining a culture of open communication, whilst ensuring colleagues deliver outstanding practice and performance.
- Work with members of the University Executive Group to build a culture where colleagues operate with resilience and face change and challenge positively.
- As for all staff, ensure that Equality and Diversity are core to the Values, Mission and Vision of Lincoln Bishop University.

General University Responsibilities

To attend appropriate training and staff development sessions and participate in an annual appraisal process.

To comply with the University's Health and Safety Welfare Policy, legislation and practice. To maintain professional standards in relationships, including non-discriminatory practices.

To ensure activities undertaken in their area comply with University regulations and policies.

To undertake any other duties as may reasonably be required, including assisting and supporting colleagues in their work, providing absence cover, and undertaking administrative duties appropriate to the role and departmental requirements.

Limits of Authority

The post-holder must operate within the University's guidelines, procedures and regulations related to academic affairs.

The post-holder must operate within all the University's institutional policies and codes of practice.

The list of responsibilities above are not intended to be exhaustive and the postholder will be required to undertake any duties commensurate with the role of Chief Financial Officer. The postholder will take part in an annual cycle of appraisal which will be conducted by the Vice Chancellor and CEO.

PERSON SPECIFICATION

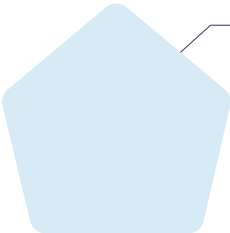
	Essential	Desirable
Qualifications & Experience	Fully qualified accountant (CCAB or equivalent), with current membership of a recognised professional body and up-to-date continuing professional development (CPD).	
Experience	Extensive post-qualification experience in senior or executive finance roles. Demonstrated ability to lead financial strategy, planning, and reporting at organisational level. Successful history in leading and delivering external audits. Strong experience with risk, compliance, governance, and performance reporting in regulated environments. Experience overseeing transformation or improvement initiatives in finance, data, or estates functions.	Knowledge and practical experience of UK Higher Education funding and related regulatory frameworks. Prior experience of a 'transformation role' during a time of change, ideally within a higher education setting. Recent successful experience of leading corporate services functions including Estates, Residential Accommodation, Management Information Services, Facilities, Human Resources and IT.
Key Skills & Attributes	Commercially focused with high financial literacy and strategic agility. Strong analytical skills with the ability to synthesise complex information for executive and board-level audiences. Highly effective communicator with an engaging, personable style and the confidence to influence at all levels. Strong leadership and team development skills, with experience managing cross-functional senior professionals. Resilient and adaptable, able to lead through uncertainty and change. Deeply attuned to the values of public service, education, and social purpose.	

HOW TO APPLY

The search and recruitment process is being led by Lincoln Bishop University's recruitment partner, Regroup Consulting. Interested candidates are encouraged to arrange an informal, confidential conversation by contacting Monika Fryzicka or Phoebe Brereton via the email addresses below.

The deadline for applications is **midday (UK) on Monday 28th September 2026**. Applications should be submitted via email to lincolnbishop@regroup.consulting and consist of a CV and cover letter addressed to Professor Andrew Gower, Vice Chancellor and CEO, outlining your suitability for the role. All applications will be acknowledged within one business day.

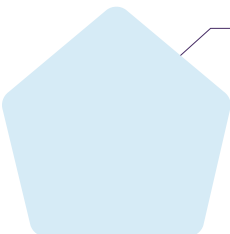
Shortlisted candidates will be notified on Thursday 1st October. First stage interviews will take place online on Thursday 8th October with final interviews scheduled for Friday 16th October.



Monika Fryzicka

Managing Director

 monika@regroup.consulting



Phoebe Brereton

Head of Research & Project Manager

 phoebe@regroup.consulting

Lincoln Bishop University values people and promotes equal opportunities.

The University is committed to promoting a diverse and inclusive environment and aspires to remove economic, social and cultural barriers that could potentially prevent people from succeeding.

The University is a place where diversity is recognised and valued. We want to enable everyone in our community to feel a sense of belonging, contribute, and reach their full potential.

We warmly welcome and encourage applications from underrepresented groups regardless of culture, background, age, disability, sex/gender, gender identities or expressions from the LGBTQ+ communities, ethnicity, religion/belief, or sexual or romantic orientation.

Lincoln Bishop University are committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. Please see our Commitment to Safer Recruitment statement



**Lincoln Bishop
University**