

Job Title:	Management Accountant – Professional Championships
Department:	Finance & Legal
Reporting To:	Championship Accountant
Hours:	35 hours, Mon – Fri – 9 a.m. to 5 p.m.
Location:	St. Andrews
Contract:	Full time – permanent

Job Purpose

Based in St Andrews, The R&A runs professional championships including The Open and the AIG Women's British Open, elite amateur golf events, international matches and manages golf rankings. The R&A also owns and operates the British Golf Museum in St Andrews.

The R&A, through R&A Rules Ltd, governs the sport worldwide, outside of the United States and Mexico, on behalf of over 36 million golfers in 143 countries and with the consent of 157 organisations from amateur and professional golf. The R&A is at the forefront in modernising the sport and making it more relevant to today's society.

The R&A's purpose is to make golf more accessible, appealing and inclusive and to ensure it is thriving 50 years from now. The Finance department plays a key role in supporting that purpose.

An exciting opportunity has arisen to join the finance team at The R&A. We are looking for a Management Accountant to provide direct support to the Championship Accountant and the business more widely.

- Job Description**
- ROLE AND RESPONSIBILITIES**
- Lead Finance representative for AIG Women's British Open ("WBO")
 - Supporting the Championship Accountant with Finance activities related to The Open and The Senior Open
 - Finance business partner for our Commercial and Championships teams, including representing Finance at meetings
 - Taking an active role in the implementation of a new finance system (transition from Sage to NetSuite) for the business
 - Supporting the Championship Accountant in the preparation of a 5-year strategic financial plan, annual budgets and rolling forecasts
 - Designing, preparing and presenting management information packs
 - Working with our Championship and Commercial teams to build strategic financial models to assist decision making process
 - Working with our Championship and Commercial teams to monitor operational spend versus budget for WBO and Open, identifying areas of risk and opportunity
 - Analysing accounting results versus budget
 - Working with the Finance team on any financial matters pertaining to Championships
 - Overseeing the coding of all expenses related to professional championships
 - Assisting with the annual statutory audit process

QUALIFICATIONS AND EXPERIENCE

- Fully qualified accountant with at least 5 years post qualification experience in a commercial environment
- Business partnering
- Financial planning and analysis
- Production of financial reports and reporting against key performance indicators
- Experience of rolling out a new Finance system (desirable), including actioning new reporting methodologies
- Relationship management

SYSTEMS EXPERIENCE

- Excellent knowledge of NetSuite (desirable) or similar accounting system
- Excellent knowledge of Microsoft Office and in particular Excel

SKILLS

In addition, we are looking for the following attributes from the successful candidate:

- Dynamic individual with strong interpersonal skills
- Excellent written and spoken communication skills
- Excellent attention to detail and documentation skills
- Able to work under pressure and to tight timescales
- Able to respect confidentiality and show discretion
- Able to show strong initiative, drive and resilience
- Prepared to 'go the extra mile' in delivering service on time and to the highest standards

To apply for this vacancy, please send your c.v. and covering letter, **stating clearly your salary expectation** to Danielle Cuthbert at recruitment@randa.org prior to midday of the closing date of 6 March 2020.

How your information will be used

In order to progress your application, for administrative purposes, The R&A will record, keep, and hold the personal data which you have provided in this application stored in our Human Resources files. Your data will not be transferred to any third parties outside of the R&A group companies. If your application is successful, The R&A will hold this data as part of your employee record which will be stored on the basis of our Privacy Policy at <https://www.randa.org/Footer/Privacy-Policy>. In the event that your application is unsuccessful, we will hold the application form and the data contained for three months in case of a future vacancy which we may invite you to apply for, following which we will delete it.

If you have any questions about The R&A's use of your data, please contact us by email at privacy@randa.org.

This job description is written as an indication of the nature and scope of duties and responsibilities. It is not intended as a fully descriptive or definitive list and jobholders will be expected to carry out other duties assigned which are appropriate to the position.