

HEAD OF FINANCE

RECRUITMENT PACK



**CULTURE
CREATIVE**

INTRODUCTION

Culture Creative - Be part of the team that makes work that people remember, and creates memories for a lifetime.

Culture Creative [CCL] produce predominately site-specific work for arts, cultural, and outdoor events. We operate worldwide, and deliver a wide range of events from winter festival illuminated experiences with Sony Music, to music events, street theatre and many other things in between.

At CCL we have a big vision in one hand and manage the smallest detail in the other. We create and manage experiences all over the world and our whole team is part of its success, from creative to production, from event operations to business operations, everyone has their part to play in the company's success all over the globe.

We are looking for a highly motivated Head of Finance to work alongside the Directors and senior management team to oversee and manage our finance management processes. CCL underwent an acquisition with Sony in 2022, who now own 75% of the company - thus some reporting procedures are determined by this. For the right candidate this is a chance to be the senior finance person in a growing business, working with the Directors and having exposure to Sony as part of the wider group.

We seek to recruit a Head of Finance, who will play a vital role in supporting our day-to-day finance requirements including planning, forecasting, analytics, and producing financial reports.

What you'll do

- Lead the annual budget process.
- Prepare monthly Management Accounts.
- Manage quarterly VAT returns.
- Manage quarterly Corporation Tax payments and annual returns.
- Monthly reforecast process and present these to the CCL SMT and RGL/Sony.
- Manage budgets in multiple currencies.
- Manage all internal systems to facilitate accurate monthly reporting protocols to RGL/Sony.

Who you are

- Able to be part of an organisation with a strong team culture
- Work with people who operate in different time zones and from all parts of the business
- An excellent communicator who can work with external and internal stakeholders
- A natural motivator, who can manage multiple tasks simultaneously
- Someone who thrives in a challenging, fast-paced and high-pressure environment

Why this role matters

Culture Creative Group operates worldwide. We have a core team of permanent staff and employ a large number of contractors and freelancers each year to deliver our projects. Despite being from a variety of backgrounds and cultures, with different levels of experience, seniorities and personalities, we expect everyone in the group to have one thing in common: that they are deeply passionate about what they do.



Role Details:

A Head of Finance is a key and essential role in the company's success, ensuring financial stability through effective budgeting, forecasting, and financial control. You will provide insights that support strategic decision-making, manage risks, and help drive sustainable growth and profitability.

The Head of Finance's key role in strategic planning provides us with financial analysis and insight that underpin business decisions. You will evaluate the financial impact of proposed initiatives, assess risks and opportunities, develop forecasts, and ensure that resources are allocated effectively to support the company's objectives. Through this we will measure performance, and make informed decisions that drive sustainable growth and long-term success.

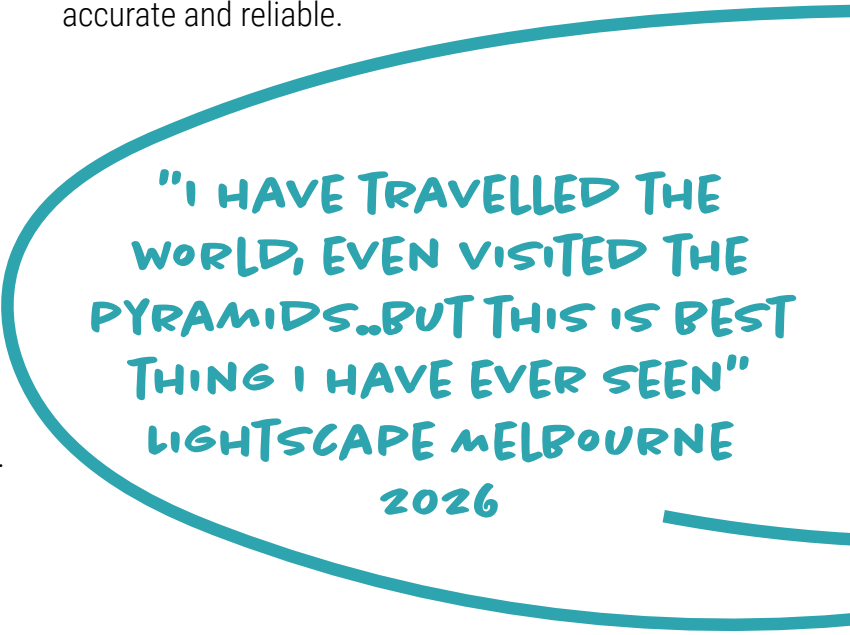
This is a full-time salaried post with flexible working arrangements. The role will be based in our Northumberland office, hybrid working will be considered for the right candidate. The salary offered for this role is circa £45,000 depending on experience and qualifications. The post-holder will be expected to travel with their own mode of transport.

Candidate Profile:

The successful candidate will have proven experience in management accounting, including budgeting, forecasting, financial analysis, and month-end reporting. You will be confident in interpreting financial data to support strategic decision-making and have experience partnering with operational and senior management teams. Strong analytical skills, attention to detail, and proficiency in financial systems and Excel are essential. A recognised accounting qualification (ICAEW, CIMA or ACCA or equivalent) is preferred and experience working in a fast-paced commercial environment would be highly advantageous.

Personality Profile:

We are looking for someone who is analytical, detail-oriented, and commercially minded. You enjoy working with large global project teams and demonstrate high levels of integrity and accountability, ensuring financial information is accurate and reliable.



**"I HAVE TRAVELLED THE
WORLD, EVEN VISITED THE
PYRAMIDS..BUT THIS IS BEST
THING I HAVE EVER SEEN"
LIGHTSCAPE MELBOURNE
2026**

You will be a confident communicator who can explain complex financial information to non-financial stakeholders and build strong working relationships across the company.

A proactive and organised approach enables you to manage multiple priorities and meet deadlines in a fast-paced environment. You are also resilient, adaptable, comfortable in challenging assumptions, and in providing constructive insight that helps drive business performance and strategic growth.

Driven by a business perspective and commercial awareness, you are a skilled communicator who embodies ethics, trustworthiness, and professionalism, confidently engaging and persuading stakeholders.



Key Deliverables:

- Lead the annual budget process, and monthly reforecast process, and present these to the CCL SMT and RGL/Sony head office.
- Provide monthly reporting on the variances of actuals against budget and forecast, to CCL SMT, and RGL/Sony head office.
- Manage the Budget system, with responsibility for ensuring the integrity of data within it.
- Ensure that Budget and QuickBooks accurately reflect each other.
- Invoicing and income reconciliation management.
- Act as key contact with HMRC.
- Manage payroll and pensions.
- Support the business in developing a 3 year plan.
- Work closely with the RGL/Sony finance teams, and external accountants in ensuring the accuracy of reporting.
- Manage finance systems training and refreshers.
- Cash management including forecasting process for CCL.
- Manage budgets in multiple currencies.
- Reconcile budgets monthly in line with project and core business requirements.
- Production of monthly, quarterly, and annual reports as requested by SMT.
- Liaise with external partners to ensure appropriate access is maintained and any required reports are produced.
- Manage and sign off all bank payment runs.
- Prepare data for audit for external auditors.
- Manage response to requests from our accountants as required.
- Manage internal systems to facilitate accurate monthly reporting protocols to RGL/Sony.
- Day-to-day relationship management with the company's bank.

Skills Required:

The Head of Finance requires a wide range of abilities including:

- Financial reporting and analysis
 - Financial management experience
 - Strong written and verbal communication skills
 - The ability to lead and motivate a team to deliver consistently high-quality work
 - The ability to contribute to a team delivering high quality and consistent work in multiple projects and experiences simultaneously
 - Industry experience
 - Budgeting and forecasting
 - Commercial awareness
 - Strategic planning and financial modelling
 - Business partnering and stakeholder management
 - Problem-solving and decision support
 - Financial controls and compliance
 - Advanced Excel and financial systems proficiency
 - Strong communication and presentation skills
 - Time management and organisational skills
 - A pro-active approach to new systems and creating efficient ways of working
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How to Apply

If you are interested in applying for this new role, please submit an up-to-date CV and covering letter of no more than two sides of A4 outlining why you would like to work with us, and demonstrating how your skills and experience meet the requirements of the role.

Please include details of your notice period in your application and any access requirements you have in order to attend an online interview. Please email your application to jobs@culturecreative.co.uk by 9am on Tuesday, 1 September 2026 with the job title in the subject line.

LIVE EXPERIENCES PORTFOLIO

A LITTLE BIT ABOUT WHAT WE DO



**CULTURE
CREATIVE**



ILLUMINATED ART EXPERIENCES



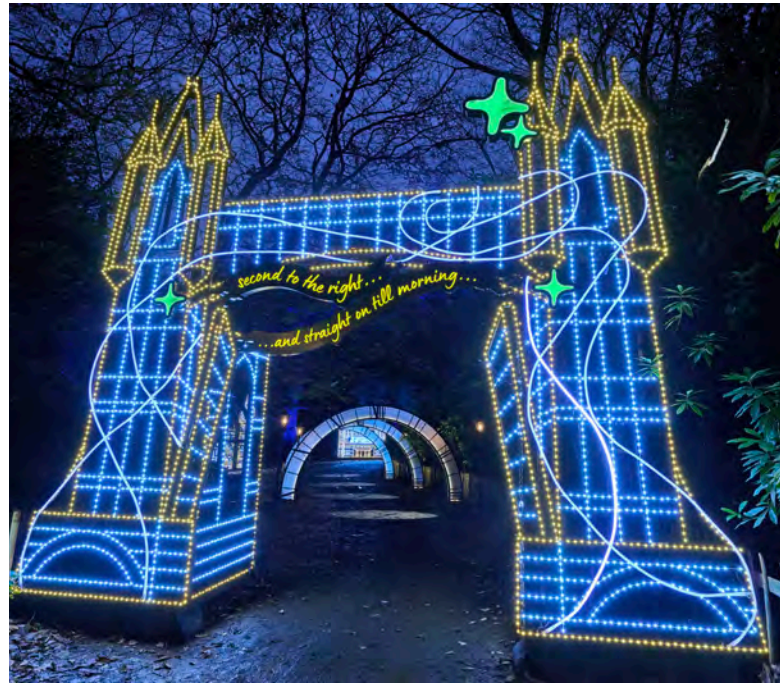




NEVERLAND

NEVERLAND
INDOOR





SOUNDSCAPE



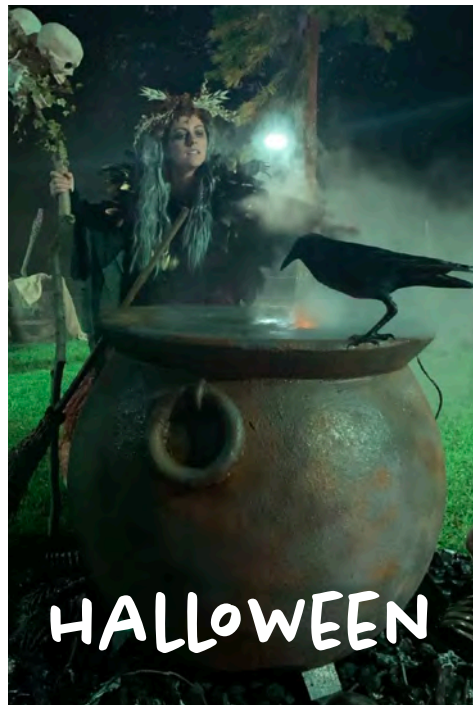
ART IN THE
NIGHT GARDEN





ART IN THE GARDEN





FIRE GARDENS

