



Advert: Treasurer

Role Title:	Treasurer
Time commitment:	The Treasurer normally gives up to 8-15 hours per quarter
Key Interactions:	Works closely with the Chair, Chief Executive, Finance Director and the Board of Trustees.
Background:	Finance, Strategy and Governance, Fundraising, Legal, Risk
Closing Date:	12noon, Monday 6 th March 2023
Interviews:	W/C 13 th March 2023

What we're looking for

We are seeking a Treasurer with experience of financial reporting, oversight and governance and an interest in mental health to join our Board of Trustees. The Treasurer is a trustee with an officer role that offers strategic and financial oversight of the charity.

Beginning as a Trustee and Treasurer in waiting, the right candidate will work closely with the current Treasurer who will provide mentoring support until they step down from the Board in November 2023.

This is an exciting opportunity for someone with the right skills to support our strategic direction and vision for Mind in Tower Hamlets, Newham and Redbridge now and in the future.

The role will cover the following key areas:

- Budgeting and strategic financial planning
- Management reporting
- Statutory financial reporting
- Reserves management
- Risk management
- Governance

Knowledge, Skills and Experience Required

- Qualified accountant with experience of preparation and review of financial statements.
- Good knowledge of financial controls, budgeting, forecasting and other financial practices required to be maintained in an organisation such as this.

- Analytical and evaluation skills, demonstrating good judgement.
- Proven ability to communicate and explain financial information to members of the Board and other stakeholders.
- Demonstrated knowledge and experience of charity fundraising and finance practices.
- To be committed to Nolan's Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership
- To have an understanding and commitment to equality, equity, and inclusion in line with our strategic objective to work towards becoming an Anti-Racist, Anti-Discriminatory organisation.

Applications welcome from all sections of the community.

For an application pack, please email: shahan.islam@mindthnr.org.uk, quoting job ref: TTIW0223