



Role: Treasurer Non-Executive Director / Trustee

Reports to: The board & Chairman

Responsibilities: Advising and guidance on the strategic aspect of Finances

Purpose of the role:

A non-executive director is detached from day-to-day operations and valued for their objective insight. This allows a unique perspective towards corporate governance, risk management and successful financial planning, cash flow & fundraising amongst other areas.

General & Key Responsibilities:

- Oversees forecasting, Targets and Income strategy
- Supports finalising of annual accounts
- Takes lead on quarterly 'Health' checks & accounts
- Approves Budget for the Calendar Year
- Supports Finance and Fundraising subcommittee

Skills required for this Role

- Ideally qualified to Degree level or equivalent.
- Professionally qualified either by exam or by experience in a business advisory role at Finance Manager or accountant level.
- Good understanding of accountancy, bookkeeping and business development with experience in the appropriate organisational context.
- Strategically and operationally aware.
- Influencer, motivator who leads by example.
- Support aspirations and ambitions, be outward-looking and encourage high expectations.

About you

- Shares values, vision and mission of Nurture Steps
- Respectful, encouraging and supportive
- Excellent communication skills
- Enthusiastic, has an eye for detail
- Organised, self-motivated and enjoys all financial aspects of running a company
- Ability to assess risk and challenge others in a constructive manner to drive the charity forward



Commitment and requirements

- Support the company with strategy, performance, effectiveness, assurance and control
- Follow the Code of Conduct and Legal duties
- Drive company forward and champion for Nurture Steps
- Contribute to regular quarterly board meetings and regular weekly or fortnightly meetings with manager

Support

You will be given all the required training and support before starting your role.

Record your interest

Email: info@nurturesteps.com