**Bridging the Gap (Glasgow): Treasurer Recruitment**

Bridging the Gap (Glasgow) are recruiting a Treasurer who understands the role and importance of governance in the third sector. We are looking for people who act with integrity, compassion, honesty, and who are passionate about our work and the role of the third sector.

Bridging the Gap (Glasgow) is a Glasgow wide community charity established in 1998 working to ‘bridge the gap’ in communities, removing barriers to participate in activities whilst working towards the reduction of social and economic inequality and stigma.

Ideally you will have experience of working at a senior management level and will have a deep understanding of the nature of accountancy, community development and the stigma that is attached to poverty.

**About Us**

Bridging the Gap (Glasgow) is a Glasgow wide community charity established in 1998 working to ‘bridge the gap’ in communities, removing barriers to participate in activities

whilst working towards the reduction of social and economic inequality and stigma.

Our vision is ‘Where people grow, thrive, fully participate in life and are free from social and economic inequality’.

We aim to reduce loneliness, develop community peer support, cohesion and resilience whilst reducing poverty and stigma. We do this by delivering a varied programme of activities and events in collaboration with key stakeholders.

We are a registered charity and Company Limited by Guarantee.

**Commitment**

The board meets quarterly, either face-to-face, via video chat, or as a hybrid of the two.

The duration of Board meetings is usually no longer than 1.5 hours.

All relevant papers are forwarded on a reasonable timescale, either via email or posted in hard copy.

Additionally, the Treasurer will be expected to meet regularly with the CEO.

The Treasurer is a voluntary role but Bridging the Gap (Glasgow) will cover relevant out-of-pocket travel and other expenses that would allow you to attend meetings.

Aside from the meetings, additional time consideration should be given to allow time to read through relevant papers, follow up on any action points, and may involve attending occasional additional meetings, events, or strategy days.

Application:

After reading our application pack, please send a covering letter and CV outlining why you would like to be Treasurer of Bridging the Gap (Glasgow) and what makes you a standout candidate.

If you would like to have a conversation prior to applying please contact Diane Bate, CEO:  [diane@btgglasgow.org](mailto:diane@btgglasgow.org)

Application closing date: Friday 30th August 2024

**Role**

The Board of Directors is ultimately accountable for the smooth running of the organisation, ensuring its long-term financial security and delivery of its charitable objects. It needs to provide leadership, set strategic direction, exercise effective control and monitor performance, The Board of Directors must avoid becoming involved in day-to-day operational decisions & matters.

|  |  |  |
| --- | --- | --- |
|  | Role of Treasurer | Guiding principles … |
| 1 | Governance | * To ensure the charity has adequate financial controls and policies in place * Ensure trustees understand the charity’s financial position and risks to enable them to make informed strategic decisions * To oversee the financial viability of the charity and its ability to deliver against strategic plan * To support the Chair and CEO in ensuring the Board fulfils its duties and responsibilities in the financial governance of the charity * To present management accounts at Board meetings with support from the CEO including financial advice where required |
| 2 | Financial | * To work closely with the CEO to ensure the charity operates within financial legislation and guidelines * To ensure financial information and reports are accurate * To liaise with the CEO and auditors to finalise charitable accounts * To support annual budgets and provide advice were required |

**Collective Role/Requirements**

|  |  |  |
| --- | --- | --- |
| The Board is required to: | | |
|  | Vision And Values | Safeguard and promote BtG vision, values and mission.  Uphold and promote our values - as individuals and as a group.  Make decisions in the best interests of the organisation and the people it supports |
|  | Strategy & Structure | Determine and monitor the strategic direction of the organisation.  Establish and review the core structure of the organisation.  Review and approve the business strategy.  Seek to ensure structures, processes & resources are in place to implement the Business Strategy |
|  | Controls And Policies | Seek to ensure BtG operates in an effective, efficient, responsible and accountable manner.  Set frameworks of delegation, internal control, performance reporting & risk management  Enable compliance with:   * governing documents & internal policies * laws & regulations   Support the senior management in delivering objectives.  Hold the senior management to account for:   * implementing the strategic plan and Board decisions. * achieving targets set by the Board. * delegated powers. |
|  | Combined Code of Corporate Governance | To enable the effective functioning of the Board, Directors must:   * Listen to stakeholders’ views. * promote the success of the organisation. * exercise independent judgement * exercise reasonable care, skill and diligence * act with integrity, comply with disclosure requirements and avoid conflicts of interest. * reviews its own performance and be open and accountable |