



Volunteer Treasurer / Trustee

Transition Edinburgh South

A bit about the role

We're looking for a Treasurer to join our board and help us look after the financial side of Transition Edinburgh South. This voluntary role is about helping a small, community-led organisation stay steady, make good decisions, and keep doing meaningful work in South Edinburgh. You'll be part of a supportive board, working alongside staff and our accountants. Our current Treasurer is stepping down after three years and will help you get settled in.

What you'll be doing

At its heart, this role is about helping the board feel confident about money.

That means:

- Keeping an eye on how things are going financially
- Helping shape budgets and longer-term plans
- Making sure information is clear and understandable
- Flagging anything that needs attention early

You won't be doing the day-to-day bookkeeping. Staff and our accountants handle that. Your role is more about oversight and common sense than detail-heavy finance work.

There are a few formal bits too:

- Supporting annual accounts and reporting (with our accountants)
- Making sure we're meeting our responsibilities as a charity
- Keeping an eye on things like reserves and financial risk
- Being a trustee
- As Treasurer, you're also one of our trustees. That means being part of the group that steers the organisation as a whole.

In practice, that looks like:

- Turning up, joining in, and sharing your perspective
- Helping us make good, grounded decisions
- Keeping the organisation true to its purpose
- Who this might suit
- You don't need to be a finance professional, but you do need to be comfortable with numbers and able to spot what matters.



You might:

- Have experience in finance, accounting, or budgeting
- Be able to explain financial information in a clear, down-to-earth way
- Be curious about how organisations work and make decisions
- If you care about community, climate, and practical local action, you'll likely feel at home here.
- Experience with charities or boards is helpful but not essential. We can support you to learn what you need.

Time commitment

- Monthly board meetings
- A bit of time each month to look over finances and stay in touch (around 6 hours)
- Occasional extra input if something comes up
- We try to keep things proportionate and respectful of people's time.

The basics

- This is a voluntary (unpaid) role
- We follow our usual recruitment and governance processes
- Open to anyone aged 16+
- A connection to Gracemount or South East Edinburgh is a bonus, but not required

About us

Transition Edinburgh South is part of a wider movement of communities working towards low-carbon, fairer, more connected ways of living. We've been based at Gracemount Community Garden since 2013. From there, we've been growing food, skills, and relationships. Looking ahead, we want to expand what's possible locally, including plans for a community café and training kitchen, and developing a community farm. We're a small organisation with big ambitions, grounded in real places and real people.

To find out more about our vision, passion and community work please visit:

Website: <https://www.transitionedinburghsouth.org.uk>
Facebook: <https://www.facebook.com/transitionedinburghsouth>
Instagram: <https://www.instagram.com/transitionedinburghsouth>

Applications should be made by email to the Chair of Trustees contact@transitionedinburghsouth.org.uk. Include your CV and an introduction outlining what you would bring to the role.