

MAKE SPACE FOR GIRLS (MSFG)

ROLE: TRUSTEE - Treasurer



Salary: Unpaid, voluntary role. Reasonable travel and other expenses will be reimbursed.

Workplace: Remote, with occasional meetings in person.

Time Commitment: No more than one day per month

Job Description

Make Space for Girls is looking for a qualified accountant or other financial professional to oversee our financial affairs and explain relevant information to the Board of Trustees and our stakeholders.

The charity has support in bookkeeping, payroll and an independent examiner for its finances, and uses Xero for financial management. The role of the Treasurer will include:

- Financial reporting and forecasting, and reporting this to the Board;
- Overseeing the charity's financial controls, risk-management and health;
- Acting as a signatory for financial approvals;
- Liaising with bookkeepers, payroll agents and the independent examiners;
- Ensuring that the charity's finances are responsibly managed and invested for the benefit and betterment of the organisation's work and the beneficiaries it serves.

The successful applicant will have an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and be an active member of the Board.

About Us

Make Space for Girls is a charity which campaigns for better parks and public spaces for teenage girls. At present, almost all the facilities which councils and others provide 'for teenagers' are dominated by boys. We work to change this by raising awareness of the issue, initiating research and working with stakeholders to create better spaces.

The charity was founded in March 2021, and has already created significant change in a relatively short space of time, and we are now looking to build on this success. Our current work includes research, engagement with teenage girls and supporting architects, designers and councils, as well as advocating for policy change.

Applications

Please send a covering letter of one side of A4 max explaining why you would make a suitable candidate and a CV of no more than two sides of A4. These should be sent in an email marked 'Treasurer' to susannah@makespaceforgirls.co.uk.

Make Space for Girls is a charitable incorporated organisation
Registered with Charity Commission No. 1193772
3 Gentle Street, Frome, Somerset BA11 1JA