

Global Justice Now

Role of Treasurer

The treasurer is one of four officers of Council, with specific responsibility for supporting the finance function, understanding the financial position and ensuring that council are appropriately informed so that they can make effective decisions on financial matters.

(NB Council members are all legally responsible for the accuracy of the financial statements and the appropriate choice of accounting methodology, albeit based on the advice of the staff and external auditors)

The role includes:

- Providing council support as well as constructive challenge to the Head of Resources in respect of budgets and financial planning and preparation of the financial statements
- Understand the management accounts and financial statements as well as the key trends and issues arising
- Ensure that council are alerted to emerging finance related issues in a timely fashion
- Provide informed financial guidance and advice to council members on key decisions.
- Be a member of the executive committee of council (which has responsibility for finance and internal administration and meets 4 times per year in between council meetings)
- It is advantageous to be selected by Council to be a nominee to the Global Justice Now Trust due to the interaction between the finances of the two entities. (2 meetings per year, on the same day as the executive committee, plus occasional business in writing.)
- Present the financial statements to the AGM
- On occasions liaising with the auditors and, when applicable, participating in the selection of new auditors

Skills Required

- Although a formal accountancy qualification is not *essential*, a good working knowledge of company accounts is required
- Good interpersonal skills to develop a constructive and close interaction with the Head of Resources
- Be able to commit to approximately 8 meetings per year (4 Council plus 4 Exec) plus attend the AGM
- A good communicator who can translate relatively specialised issues to layman's language so as to assist the rest of council to make effective decisions