

Beyond Stigma Board Recruitment: Treasurer

Beyond Stigma is looking for a Treasurer to join our Board of Trustees to help guide and advise us on financial matters. This is a voluntary board position. You will be working closely with the board in keeping the accounts up to date, helping to prepare annual budgets and providing monthly reports at board meetings.

Beyond Stigma is a small, dynamic not-for-profit at an exciting and pivotal point in its growth. Beyond Stigma supports people to overcome self-stigma and to realise their inherent dignity and self-worth. We work with key populations and vulnerable groups affected by issues such as HIV, TB, gender-based violence and obesity. For example, we work with PLHIV and survivors of gender-based violence in Zimbabwe, with survivors of TB in Indonesia, with people who inject drugs and sex workers in Vietnam and with PLHIV and people with a diagnosis of obesity in Ireland. Our work is evidence based and developed in partnership with local organisations and the community that we are working with.

We particularly welcome applications from people with professional experience or strong knowledge in the charity sector, and with a commitment to supporting the growth and good governance of the organisation.

The role of Treasurer will include the following tasks and responsibilities:

1. General financial oversight

- Oversee the preparation of budgets, accounts and financial statements, ensuring that appropriate accounting procedures and controls are in place.
- Have an overview of the organisation's financial resources to advise the board on financial implications of proposals, cash flow problems, etc.
- As a trustee, work with the rest of the board to ensure the Beyond Stigma's compliance with the Charities Governance Code.

2. Financial reporting

- Present regular financial reports at board meetings.
- Assist with reporting obligations for grants.
- Work with the auditor on the preparation of annual accounts, to be presented at the AGM.
- Work with other board members on the preparation of reports for the Charities Regulator.

3. Other tasks that arise as appropriate to the role, including, for example...

- Track income grants, donations and fundraising.
- Process expenses forms from staff.
- Process CHY3 and CHY4 forms



Skills, Qualities & Commitments sought:

- Willingness to devote the necessary time and effort
- Knowledge of bookkeeping and accountancy methods.
- Knowledge of financial governance, ideally charity financial governance.
- Ability to communicate financial data to the board.
- Experience of preparing accounts for Auditor.
- Be available to attend four – five board meetings per year and to be available to staff for advice and enquiries on an ad hoc basis
- Commitment to working within a small team to further the aims of the Beyond Stigma
- Commitment to working with the team to promote and maintain compliance with the Charities Governance Code.

It is not necessary for applicants to have prior experience of global health, overseas development or Human Rights work. However, adequate awareness and knowledge of social justice, stigma and discrimination and the impact it has on individuals and society is preferred.

To apply please submit your CV and cover letter, outlining why you think you would be suitable for the role to info@beyondstigma.org

For more information, email info@beyondstigma.org or visit www.beyondstigma.org

