



# Trustee Treasurer

## Drive Climate Action with your finance expertise

Are you a seasoned finance professional with a passion for tackling the climate crisis? EcoCounts is a dynamic and growing climate charity, urgently working to mobilise communities for impactful local climate action. We are seeking a dedicated and experienced Trustee Treasurer to join our Board and provide critical financial oversight and strategic guidance.

This pivotal volunteer role offers the unique opportunity to apply your accountancy and financial management expertise directly to a cause that truly matters. You will be instrumental in ensuring our financial stability and strategic growth, enabling us to amplify our actions in the face of growing climate impacts.

## What will you be doing?

As our Treasurer, you will be a vital member of our Board of Trustees, leading on all aspects of the charity's financial health and governance. Your responsibilities will include:

### 1. Strategic Financial Leadership & Oversight

- Providing strategic financial advice and insights to the Board of Trustees, informing key decision-making.
- Leading the development, monitoring, and review of the charity's annual and quarterly budgets.
- Producing and advising on robust budgets for fundraising to secure vital resources
- Interpreting complex financial data, translating insights for fellow team members, and contributing to strategic planning

### 2. Operational Financial Management & Compliance

- Ensuring accurate financial records, from annual accounts to monthly bank reconciliations
- Submission of annual accounts in compliance with regulatory requirements
- Establishing, maintaining, and reviewing effective financial procedures, controls, and risk management frameworks to ensure robust financial governance
- Regularly reporting on the charity's financial position at Board meetings
- Leading the process of appointing and liaising with external auditors when necessary
- Maintaining and updating the financial risk register for the organisation

### 3. Trustee Engagement

- Actively participating in Board meetings and contributing to the overall governance and strategic direction of the charity.

- We are a small, growing charity and welcome candidates who are keen to get involved beyond their core responsibilities, offering opportunities to contribute to other areas aligned with your skills and passions.

## What are we looking for?

We are seeking a pro-active and committed individual who shares our urgency for climate action.

### Essential Requirements

- **Professional Qualification:** a fully qualified accountant (e.g., ACA, ACCA, CIMA, CIPFA) with significant post-qualification experience.
- **Financial Expertise:** proven experience in financial management, budgeting, statutory accounting, and financial reporting.
- **Charity Finance Knowledge:** a good understanding of charity financial regulations, governance, and compliance.
- **Passion for Climate Action:** A deep commitment to addressing the climate crisis, informed by scientific understanding (e.g., UN IPCC reports), and a desire to contribute meaningfully to effective solutions.
- **Communication Skills:** an ability to communicate complex financial information clearly and effectively to non-financial audiences.
- **Commitment & Availability:** willingness to attend regular Board meetings and engage in activities, requiring presence both online and in-person (North London).

### Desirable Attributes

- **Governance Experience:** previous experience as a Trustee or in a similar senior governance role within the charity sector.
- **Grant Funding:** experience with grant funding applications, reporting, and financial management for grant-funded projects.
- **Software Proficiency:** familiarity with specific accounting software (e.g., Xero, QuickBooks).
- **Broad Climate Knowledge:** a wider understanding of the global climate change landscape, policies, and CO<sub>2</sub> emissions.

## What Difference Will You Make?

This is more than just a financial role; it's a leadership position at the heart of our mission. As our Treasurer, you will be crucial to our success:

- **Impact:** Your financial stewardship will directly enable us to achieve our ambitious climate goals, allowing us to expand our reach and amplify the work we do.
- **Strategic Influence:** you will play a key role in shaping our strategic direction, ensuring we allocate resources effectively for maximum impact.
- **Collaborative Environment:** join a passionate and dedicated team of Trustees and volunteers committed to driving positive change.

- **Growth Opportunity:** as we grow, you'll have the unique opportunity to make a significant impact across the organisation, engaging in various tasks and projects aligned with your skills and interests.

The challenge ahead is huge, but with your expertise, communication skills and commitment, we believe we can achieve whatever goal we apply ourselves to.

## Duration

Our trustee positions run for 3 years after which the person may seek re-election

## Commitment

4 hours per week, potentially less after six months as our Trustee Board grows

## Location

We are keen on everyone being local, coming to in-person meetings and leveraging their local knowledge and connections, to keep group dynamics strong and foster motivation and commitment.

We cover the London boroughs of **Hackney, Islington, Camden, Haringey and Westminster.**

## What happens next

If you are excited by this opportunity to combine your financial expertise with a profound passion for climate action, we would love to hear from you.

We'll look forward to meeting you soon in person or via video, to go over your profile and give you whatever answers you'd like to have about EcoCounts. After that we'll get back to you as soon as we can. In the meanwhile, our Monday evening meet-ups are especially good for jumping in at the deep end if you want to learn more about us. Of course you may join just as a member instead of a trustee if that suits you more.