

Finance Officer

MSA Trust

£28,000 - £30,000 per year (pro-rated £11,200 – 12,000),

Part-time (2 days per week), mostly office based (London N1) with some degree of flexibility.

Permanent contract, starting early September 2024

The MSA Trust is a small national charity with a large reach, offering vital support to people affected by multiple system atrophy, a devastating neuro degenerative disease, and funding much needed research into the cause and a cure.

The Finance Officer is responsible for working within the core MSA Trust office team to provide finance support to the wider programme delivery and our regional staff team of health care professionals. By working with colleagues to maintain financial systems, accurate record keeping and undertake financial administration they will provide the support required to implement and improve the processes needed to maintain the accurate financial management systems which are crucial to supporting the charity's mission.

This role would suit someone with at least 2 years' experience in a charity finance role, who has experience or knowledge of all the core accounts department processes and some understanding of different charity income streams.

Application is by CV and a covering letter outlining how you can meet the job specification (no more than 450 words please)