

UK-MED



Finance Manager International

Candidate Information Pack

2026

uk-med.org

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Introduction



UK-Med is the most deployed Emergency Medical Team globally, responding to complex humanitarian healthcare emergencies at speed and scale. We have expanded significantly over the last few years and have an ambitious strategy in place for growth.

The world is experiencing an unprecedented level of humanitarian need. Natural disasters, disease outbreaks and conflict can hit at any time. The people affected are often the poorest and most vulnerable and the health problems they experience post-disaster are long-lasting. We believe that they deserve the highest quality emergency medical aid. We seek to save lives, but also to build resilient health systems so that people can lead healthy lives in the future.

At UK-Med, we work together to:

- **Respond** rapidly to emergencies, delivering the expertise needed to support local health services and save people's lives.
- **Prepare** health staff through training and capacity building, enabling health services to be better prepared for emergencies.
- **Learn** and share learning worldwide through our academic partners, ensuring patients get the best care.

Since late February 2022, we have been responding to calls for help with the crisis in Ukraine. We now have programmes across Ukraine including surgical support, health clinics, and emergency preparedness training. More than 30,000 people have already received direct support or training from UK-Med as a result.

In June 2022, we were awarded EMT (Emergency Medical Team) status by the World Health Organization. A month later, we were formally appointed to provide EMT services for the UK government. As such we are at the front line of the Foreign, Commonwealth and Development Office's response to humanitarian crises and can also respond to any crisis, anywhere in the world, under our own banner.

In February 2023, UK-Med deployed the UK Emergency Medical Team field hospital to Turkey in response to the earthquakes there. Since launching our response in Gaza in late 2024, we have created two field hospitals within the Gaza strip and supported surgical departments in several locations. Over 1,000,000 patient consultations benefiting from UK-Med's treatment so far.

UK-Med Chief Executive Officer

David Wightwick

Advert

Role: Finance Manager International
Salary: Up to £42,440 GBP gross per annual (dependent on experience)
Hours: Full-time.
Duration: Permanent
Location: UK-Med Office, Manchester, UK with hybrid working (approximately 30% on-site)

Can you ensure strong financial control and accountability while supporting life-saving operations across a global organisation

UK-Med is a frontline medical aid charity. Born of the NHS, we've been working for over 30 years towards a world where everyone has the healthcare they need when crises or disasters hit.

As UK-Med continues to grow and expand its global humanitarian response, we are strengthening our financial systems and processes to ensure they remain robust, compliant, and responsive across the countries where we operate. In this context, the Finance Manager (International) will play a pivotal role in supporting high-quality financial management across our overseas programmes and emergency responses.

You will lead on financial oversight for international deployments, ensuring accurate budgeting, forecasting, and reporting in line with donor and organisational requirements. Acting as a key finance partner to operational teams, you will support decision-making by providing timely financial insights, while ensuring strong financial controls are maintained across complex and rapidly evolving environments.

Alongside financial management, you will oversee grant compliance and donor reporting processes, ensuring that financial activities meet regulatory, audit, and funder requirements. You will work closely with in-country teams to strengthen financial processes, support capacity building, and ensure that funds are managed effectively and transparently across all responses.

This role will collaborate closely with the Head of Finance (International), Operations, HR, and programme teams, providing expert financial advice and ensuring strong coordination between HQ and field teams. You will also contribute to wider finance team priorities, including month-end processes, audits, and continuous improvement of systems and controls.

This is an exciting opportunity for an experienced finance professional who thrives in a fast-paced humanitarian environment, enjoys working across diverse contexts, and is motivated by supporting life-saving operations. Your work will play a key role in ensuring UK-Med's financial integrity and accountability as we deliver critical healthcare to communities affected by crises.

We offer a competitive salary and benefits, a collaborative environment, and the opportunity to make a meaningful difference through humanitarian work. UK-Med is an ambitious and expanding organisation, and this role offers a unique opportunity to contribute to strengthening financial management across our global operations as we continue to grow.

How to apply

To apply, please submit a **current CV** and a **supporting letter (2 pages)** through our **online jobs portal**. Your covering letter must include a **detailed** explanation of your suitability for this post with **specific reference to the criteria** in the person specification

Applications must be submitted no later than **Friday 24th of April 2026**.

This is a rolling recruitment process; applications will be reviewed as they are received, and interviews may be conducted prior to the closing date. Candidates are therefore encouraged to apply early.

UK-Med is committed to safeguarding of our personnel and beneficiaries and has a zero-tolerance approach to sexual exploitation and abuse. We conduct thorough vetting before any appointment is confirmed.

UK-Med is committed to the principles of diversity, equality, and inclusion. We strive to provide an inclusive and supportive environment where employees feel respected and supported to be able to fulfil their potential.

About UK-Med

UK-Med(www.uk-med.org)

We train and deploy medical teams and specialists to save lives when epidemics, conflict and natural disasters hit. As disasters grow more frequent, severe and complex there has never been a greater need to respond quickly and effectively. We believe in a world prepared to help.

It started in 1988 with a team of eight Manchester clinicians led by our founder Tony Redmond, when a huge earthquake ripped through Armenia. Teams continued to deploy throughout the 1990's and 2000s, and when Ebola struck West Africa in 2014 UK-Med stepped up. We recruited and trained the one hundred and fifty UK clinicians who worked alongside local medical teams, other NGOs and DFID to bring the outbreak under control.

UK-Med has deployed teams to a range of countries and crises including Cape Verde, China, Gaza, Haiti, Bosnia and Herzegovina, Indonesia, Jordan, Kosovo, Pakistan, the Philippines, Sierra Leone and Bangladesh. We have been working in Ukraine since February 2022 and Gaza since January 2024. Between March 2024 to January 2025, we reached 379,084 people with high-quality healthcare. Every year we respond to 6-8 emergencies – our expert teams are ready to go within 24 hours. The breadth of our medical knowledge is one of our strengths, calling upon a register of 1200 top NHS clinicians and experienced aid workers who can provide a wide range of general medical care, trauma and surgical care, outbreak response and training of local healthcare staff.

UK-Med Vision, Mission and Values

Our Vision

A world where everyone has the healthcare they need when crises or disasters hit.

Our Mission

We save lives in emergencies.

When health services are overwhelmed, we get expert health staff to where they're needed fast.

We help communities prepare for future crises.

We Value:

Excellence

We set high standards for ourselves and the organisation. We strive to be outstanding in everything we do.

Determination

We have a can-do attitude and thrive on problem solving. No matter what the challenge, we explore all options so if there's a way, we'll find it. We don't give up easily.

Compassion

We care about people. The health and wellbeing of our patients and our people is central to everything we do.

Learning

We believe in knowledge-sharing and giving people the means to develop their capabilities. We value learning and continual growth.

Collaboration

Working in partnership with stakeholders, communities and colleagues is key to the success of our work.

We respect the skills, knowledge and experience of those we work with and take care to listen and adapt to change.

Job Description

Finance Manager International

Job Title	Finance Manager International
Reports to	Head of Finance International
Duration	Permanent
Hours	Full-time
Place of work	UK-Med Office, Manchester, UK. (with potential for short-term deployments up to 40%)

Purpose of role

The Finance Manager (International) provides essential financial support for UK-Med’s short-term overseas responses. The postholder will ensure that related financial records are accurate and compliant with funder regulations. They will support teams in the field to ensure that appropriate financial processes are followed, and will produce accurate financial reports, both for internal management and for submission to donors. They will also be able to deploy if required and to achieve these objectives in-country. As a member of the wider Finance team, they will assist with relevant month-end closedown tasks.

Key responsibilities

Budgeting, forecasting and reporting

1	Support the preparation of project budgets for deployments and responses.
2	Produce accurate Budget Versus Actual (BVA) reports to support effective decision-making.
3	Lead on the preparation of financial reports for donors and internal stakeholders.
4	Support financial management of Standby Partnerships and Learning and Capacity Building activities as required.

Programme Finance Support (HQ Oversight)

5	Provide financial guidance and support to deployment teams, ensuring adherence to financial procedures.
6	Act as a key point of contact for Operations and in-country teams on finance-related matters.
7	Support cash planning and liaise with field teams to ensure appropriate fund availability in line with SOPs.
8	Oversee financial transactions (orders, invoices, payments), ensuring accuracy, timeliness, and compliance.
9	Coordinate with HR and Payroll to ensure timely payment of salaries, per diems, and expenses.

10	Work with partners and in-country teams to ensure financial processes are accurate, compliant, and timely.
11	Participate in programme and deployment meetings, providing financial updates and advice.
12	Undertake deployments overseas where required to support programme delivery.
Grant management and donor compliance	
13	Ensure compliance with donor requirements across programmes, working closely with operations and field teams.
14	Prepare and review donor financial reports, ensuring accuracy and minimising risk of disallowances.
15	Support effective utilisation of donor funds and monitor expenditure against grant conditions.
16	Lead on the collation and review of supporting documentation for donor reporting and audits.
17	Respond to audit requests and support due diligence processes for partners and grantees.
Financial Control, Systems and Reporting	
18	Ensure financial transactions and records are accurate and compliant, including oversight of payments, reconciliations, and postings in financial systems.
19	Support month-end processes, including reconciliations, accruals, and preparation for audits and statutory reporting.
Safeguarding	
20	Conduct or manage investigations into allegations of Sexual Exploitation, Abuse and Harassment.
21	Comply with and uphold UK-Med safeguarding policies (including child protection, prevention of sexual exploitation and abuse, bullying and harassment) and all Codes of Conduct.
22	Report all possible breaches of policy or Codes of Conduct through the appropriate channels in a timely fashion.
General duties	
23	Ensure and promote Equality, Diversity and Inclusion (EDI) in line with UK-Med's EDI Policy.
24	Comply with all financial and procurement policies and procedures, including those relating to anti-bribery, anti-terrorism, and anti-slavery.
25	Support UK-Med's environmental policies and procedures, taking personal responsibility for contributing to reducing negative environmental impacts.
26	Comply with all health and safety policies and procedures.

27	Undertake training and comply with vetting and health requirements (including CRB / police checks, referencing, health screening and vaccination requirements) appropriate to the role as specified by UK-Med.
28	Treat all people including colleagues, patients and other beneficiaries, volunteers, partner staff and the general public with respect and ensure their dignity in interactions with you and UK-Med.
29	Other tasks as might be required to ensure effective delivery of UK-Med / UK EMT deployments, projects and programmes of work.

Person Specification

Finance Manager International

Qualifications / Professional Memberships		
1	Graduate (Finance/Accounting), ACCA part qualified	Essential
2	Qualified as/working towards AAT or similar	Essential
3	Other relevant qualifications and training	Desirable
Knowledge, Skills and Experience		
S1	Demonstrate experience of working within a busy finance department.	Essential
S2	Excellent attention to detail and ability to work quickly and accurately.	Essential
S3	Excellent knowledge of bookkeeping and good understanding of financial processes and procedures.	Essential
S4	Experience of working with QuickBooks, ApprovalMax or similar software.	Essential
S5	Ability to use initiative, identify areas for improvement and work well within the team to maximise effectiveness of the finance department.	Essential
S6	Excellent organisational skills and the ability to prioritise conflicting requirements and adapt to changing workloads especially at the start of large deployments and month end	Essential
S7	Experience of working with external stakeholders and suppliers	Essential
S8	Experience of working in a directly relevant field e.g. NGOs; Emergency response; healthcare	Desirable
S9	Ability to interpret technically complex information and communicate it clearly to non-experts.	Essential
S10	High attention to detail and strong organisational skills.	Essential
S11	Experience working in a fast-paced environment and delivering to deadlines	Essential
S12	Excellent interpersonal skills, with the ability to influence and build trust at all levels.	Essential
S13	Experience developing organisational training approaches and embedding system adoption	Desirable

S14	Excellent IT proficiency, particularly with MS Office, project management tools, and system documentation	Essential
Personal Attributes		
1	Flexible, can-do attitude and good team player.	Essential
2	Approachable and professional, with the ability to build rapport with a wide range of stakeholders to forge excellent working relationships	Essential
3	Energetic and resilient individual who thrives in a fast-paced and rapidly changing environment	Essential
4	Goal-orientated, with the ability to set clear objectives and plans to be achieving them	Essential
5	Commitment to UK-Med's humanitarian mandate and passionate about putting patients at the heart of UK-Med's communications	Essential
6	Able to apply the required technical and professional expertise to the highest standards; promote and share best practice within UK-Med	Essential
7	Willingness to submit to medical and safeguarding checks required to ensure suitability	Essential
8	Willingness to work some weekends and evenings if required.	Essential

Key terms and benefits

Salary:	Up to £42,440 GBP gross per annual (dependent on experience)
Working hours:	Work will normally be undertaken in office hours, Monday to Friday, but weekend and evening working will be required.
Annual Leave:	28 days per year plus 8 public holidays.
Pension:	10% employer contribution, with 5% employee contribution to a specific defined contribution scheme for UK-based staff.
Deployment:	You may be required to travel in support of our international programmes of work. To do so you must be fit to deploy and agree to undertake medical assessments to confirm this fitness.
Safeguarding:	To ensure the suitability for the role's work with both adults and children, an assessment of suitability to work with these groups will be completed which will include a DBS / police check. Suitability for this work is a condition of employment.
Term of contract:	Permanent

UK-MED

Building a world
prepared to help