

Parentkind

AllenLane

Chief Financial Officer

Candidate information pack | October 2026

Bryony Thomas

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Welcome

Help lead an ambitious national charity helping children to do better at school.

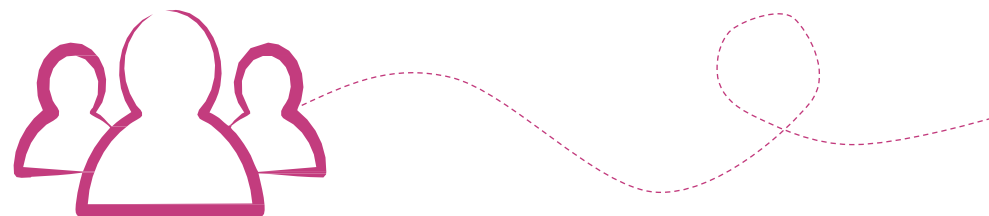
Dear Candidate,

Thank you for your interest in joining Parentkind as our new Chief Financial Officer.

This is an exciting time to join us. With a new Chief Executive, a new strategy and an ambitious programme of change underway, Parentkind is entering an important new phase.

We have a strong national profile and make a considerable impact by speaking up on behalf of parents. We support thousands of PTAs and parent groups and are growing Parent Friendly Schools.

Over the next few years we want to continue to grow Parentkind by increasing our impact and income. We want to strengthen our commercial income and corporate relationships so we can make an even bigger difference.



We are looking for much more than a traditional Finance Director. We want someone who will help lead Parentkind, combining strong financial judgement and commercial thinking with responsibility for income generation and operational leadership across the organisation.

The Chief Executive and CFO will work closely together as a leadership team of two with complementary responsibilities. The CEO will have a strong external focus, leading our public affairs work, building Parentkind's profile and developing relationships with government, the education sector and external partners. The CFO will lead financial management and income generation while helping ensure that our ambitions for growth are translated into effective and sustainable delivery.

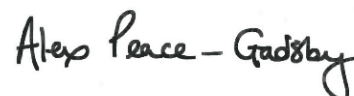
You will work closely with the Chief Executive to help make the big decisions about where Parentkind goes, how it grows and develops. All Parentkind colleagues work from home, but face-to-face contact remains important to us. We bring the whole team together for two all-staff away days each year, and we will expect the successful candidate to meet with the CEO regularly in central London.

For the right person, this is an opportunity to help lead an ambitious national charity through significant change, shape its next stage of growth and build an organisation capable of making an even greater difference to parents, children and the education system. We recognise that potential applicants may have questions about the role before applying and we are happy to answer them.

Thank you for your interest in Parentkind.



Frank Young
Chief Executive



Alex Peace-Gadsby OBE DL
Chair of Trustees





About us

Parentkind is the UK's largest parent charity, with a vision for every parent to feel confident supporting their child's education. We are ambitious for children and families and passionate about doing more to help them.

We support 13,000 parent-teacher associations (PTAs) and parent groups across the UK, providing practical advice and support to help more than 200,000 volunteers run their groups with confidence. We have supported schools since 1956 and are recognised as the UK's leading PTA organisation.

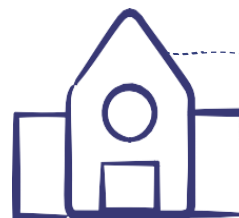
We help our members raise more than £140 million for their schools each year. We have also recently launched the Parents Lottery to help our PTAs raise even more money for their schools.

Through [Parent Friendly Schools \(PFS\)](#), we help schools build trusting relationships with parents. Our accreditation programme and practical advice help schools and families work more effectively together so that parents feel confident and involved in their child's education. PFS is growing rapidly, and we are excited about the opportunity to bring its benefits to more schools.

Alongside this practical support, we give parents a voice through research and advocacy. Our flagship [National Parent Survey](#) is the UK's largest annual parent poll. It helps us understand families' experiences, speak up for parents at Westminster and influence the decisions that shape children's education.

We are a relatively small team, and we all work from home. We have a new CEO with a strong background in public affairs and communications, as well as a new three-year strategy and a supportive Board of Trustees.

The CFO role combines the flexibility of home working with regular meetings in central London with the Chief Executive, colleagues and trustees. This is an opportunity to help lead an ambitious charity, shape its future and make a lasting difference to children's lives.



Job description



Chief Financial Officer

Job description and person specification

Reports to: Chief Executive Officer

Salary: Circa £80,000 (dependent on experience)

Executive role: Member of the two-person Executive Leadership Team and Company Secretary

Working arrangements: Home working with the expectation of regular in-person meetings in central London

Our vision for the role

Working alongside the Chief Executive as part of a two-person Executive Leadership Team, you will lead financial management, support income growth and provide operational leadership across the charity, while acting as Company Secretary. You will work closely with a supportive Board of Trustees, including an experienced Treasurer who will provide additional support to the successful candidate.

Roles and responsibilities

Our Chief Executive is an experienced senior leader with a background in high-profile national organisations. He brings extensive experience in public affairs and communications and has significantly raised Parentkind's profile as a national charity over the past three years.

This is a practical leadership role in a charity with a relatively small staff team. You will move confidently between strategic decisions and detailed work, support colleagues and take personal responsibility for delivery.

Financial strategy and management

- Lead Parentkind's financial strategy and prepare the annual budget with the Chief Executive for Board approval.
- Produce accurate management accounts, forecasts and cash flow reports. Explain financial performance clearly to the Chief Executive and Board.
- Lead the annual accounts, Trustees' Annual Report and audit process.
- Maintain strong financial controls.

Commercial leadership and income generation

- Lead delivery of Parentkind's income strategy, growing sustainable income from membership, Parent Friendly Schools, commercial services, sponsorship and partnerships.
- Lead and support managers responsible for income, setting clear targets and monitoring performance.
- Improve pricing, costing and margins to strengthen Parentkind's financial sustainability.

Leadership and organisational management

- Work with the Senior Management Team to set clear expectations, provide constructive challenge and support effective delivery.
- Oversee Parentkind's HR function and ensure managers have access to appropriate HR advice. We retain an external HR advisor to support the postholder.
- Oversee data, systems and cyber security, ensuring the organisation has reliable information and effective systems to support decision-making.
- Lead the responsible use of AI and other technology to improve efficiency, insight and ways of working.

Governance and compliance

- Act as Company Secretary for Parentkind and its subsidiaries, supporting the Board of Trustees.
- Ensure Parentkind meets its charity, company, financial reporting and tax obligations, taking specialist advice where necessary.
- Manage key professional relationships including our accountants, auditors, and investment managers.

Person specification

We are looking for an ambitious and approachable finance leader who can combine strong financial management with commercial judgement and wider organisational leadership.

The most important things we are looking for are:

Financial leadership

- A recognised professional accountancy qualification such as ACA, ACCA, CIMA or an equivalent qualification.

- Significant experience of leading a finance function. This should include budgets, management accounts, forecasting, cash flow, annual accounts and audit.
- Strong financial judgement and the ability to give the Chief Executive and Board clear advice on financial performance.

Commercial leadership

- Experience of growing income or improving commercial performance.
- A strong understanding of pricing, margins and how to assess new commercial opportunities.
- Experience of controlling expenditure.

Organisational leadership

- Experience of operating at senior leadership level and managing senior colleagues.
- The ability to work closely with the Chief Executive as part of a small Executive Leadership Team.
- You should be comfortable moving between strategic decisions and detailed delivery.

Governance and organisational management

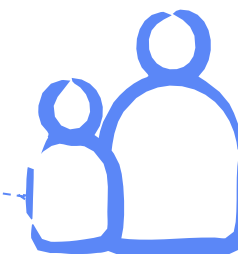
- Good knowledge of charity finance, financial regulation and relevant tax requirements.
- Experience of supporting Boards and an understanding of Company Secretary responsibilities.
- The ability to oversee areas such as HR, data and organisational systems without needing to be the technical specialist in each area.
- Confidence in using A.I. to support our work and champion its adoption across the organisation.

Communication

- The ability to explain financial and commercial information clearly to people who are not finance specialists.
- Able to attend regular in-person meetings in central London.

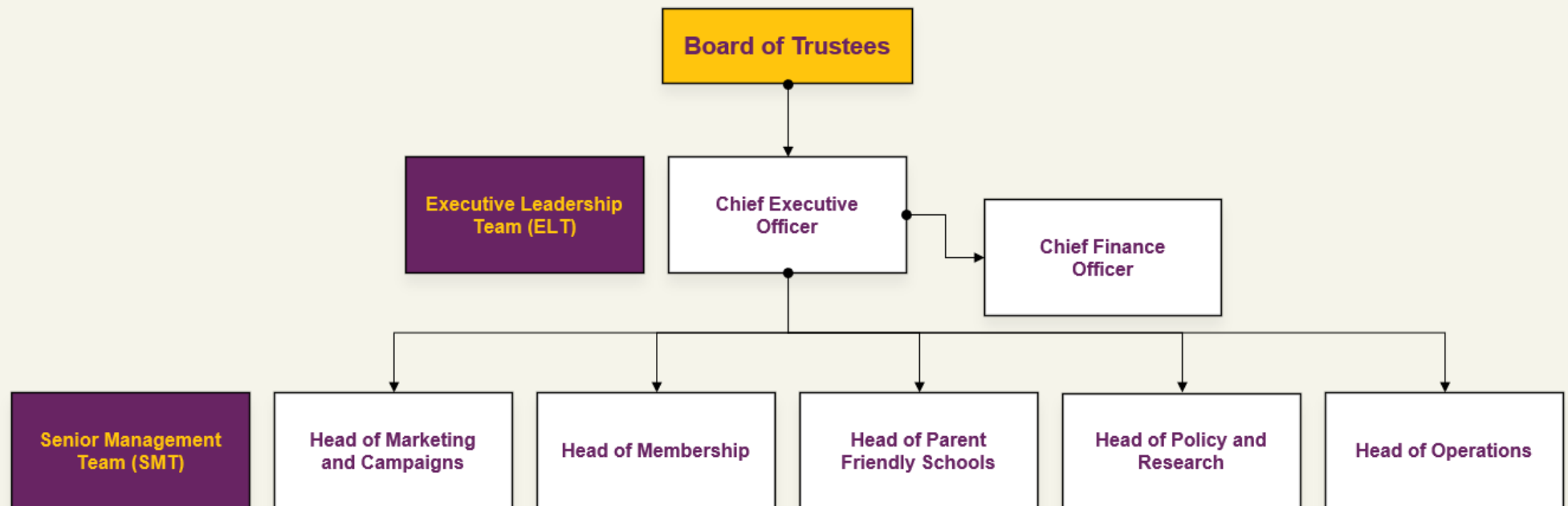
Benefits

- Flexible working and home working, with an expectation of regular meetings in central London.
- 25 days' annual leave, plus bank holidays.
- An additional day off for your birthday.
- Training and professional development to support your continued growth.
- Free annual eye test.
- Payment of an annual professional accountancy subscription.
- Associate membership of the Institute of Directors, which gives you access to 116 Pall Mall.
- Discounted electric car scheme.
- WeCare employee support.
- Membership of Tickets for Good.

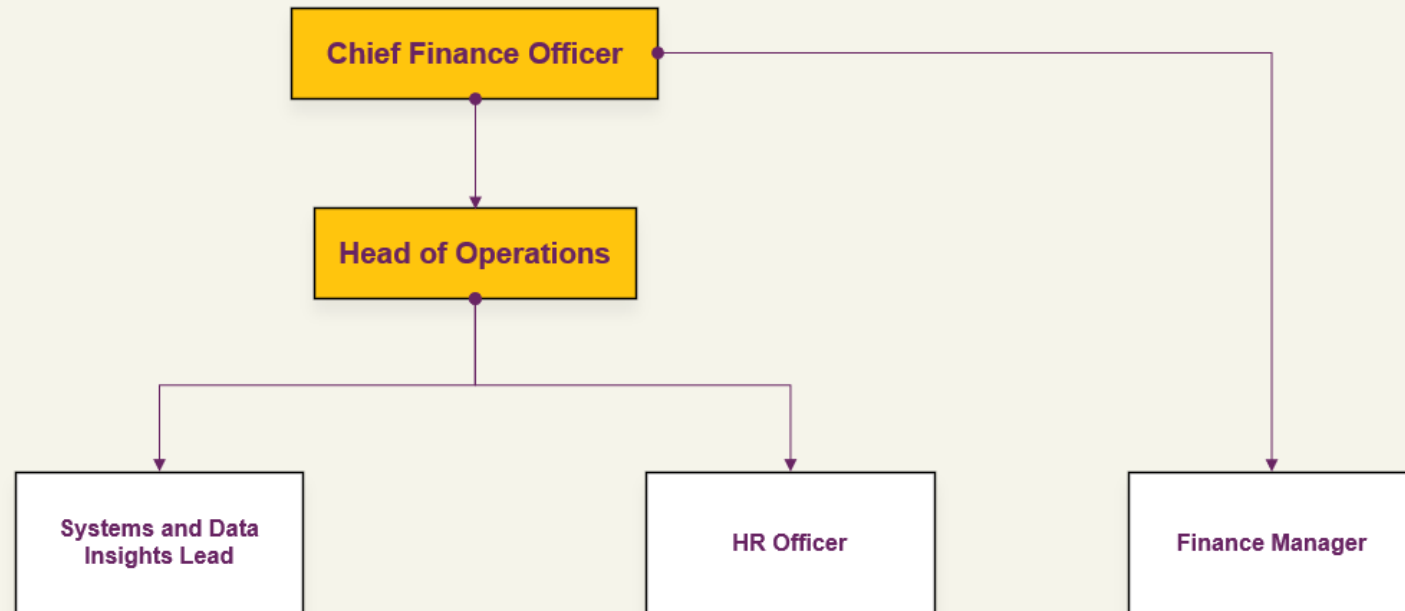


Organisation charts

Leadership



Operations and Finance Department





How to apply

Timeline*

Application deadline	Monday October 26 th at 9am
First interviews (virtual)	Thursday November 12 th
Final interviews (in-person, in Central London)	Friday November 20 th

**Please note that these dates are only indicative at this stage and could be subject to change. We'll try to offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You're asked to note the above timetable, and be flexible through the recruitment and selection process.*

To apply please send your CV, along with a supporting statement (no longer than two pages) to parentkind@allenlane.co.uk

We encourage all candidates to discuss the role further before submitting an application. If you'd like to discuss the role in more detail, please contact:

Bryony Thomas

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