

Working for a world where
universities champion peace.

<https://ded1.co/>
@dED_UCATION

Treasurer - Board of Directors

dED is looking for an organised and highly self-motivated individual with experience in financial budgeting systems and management who can dedicate 2-3 hours per month for financial oversight, as well as attend at least two annual meetings for budgeting and reporting.

About the Board

Demilitarise Education's Board of Directors is a governing body that holds legal fiduciary responsibility to the organisation. The Board is made up of citizens working within, or retired from, the Higher Education space and citizens with high level expertise from a range of social development areas focused on building strong and peaceful societies.

Role Specification

The treasurer maintains an overview of dED's affairs, with bi-annual reports to the board, in order to ensure the organisation's financial viability and its adherence in financial matters to good practice, the Memorandum and Articles of Association, and legal requirements.

Role Expectations

- Remote, unpaid position on dED's Board of Directors
- As a registered member of the board, you will have three primary legal duties known as the "duty of care," "duty of loyalty," and "duty of obedience".

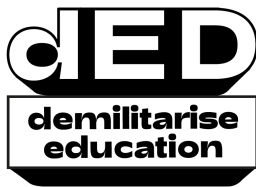
Capacity & Commitments

- 1-2 hours per month financial oversight
 - Start of financial year Budgeting with Executives
 - Start of financial year report to Board
 - End of financial year report to Board
 - Report on financial progress to Board at annual meeting
-

Role Responsibilities

Main Duties

- Monitor the books.
- Monitoring and advising the Board on dED's financial viability and advising on the financial implications of dED's strategic plan and developing the necessary financial strategy.



Working for a world where
universities champion peace.

<https://ded1.co/>
@dED_UCATION

- Overseeing sound financial management of dED's resources, ensuring expenditure is in line with its objectives.
- Ensuring in liaison with the Executives that sound procedures for the control of organisations assets are in place.
- Working closely with the Board and Executives on internal controls and risk management.
- Liaising with the Executive to ensure that the annual report and accounts are sufficient.

Ongoing Duties

- Work with the Executive and Board to ensure dED's financial viability.
- Ensure that financial resources are used in pursuance of dED's objects and in line with its policies, governance, legal and regulatory requirements.
- Ensure that proper accounts and records are kept.
- Oversee budgets, accounts, management accounts and financial statements in discussion with the Executives and ensure their clear presentation to the board.
- Ensure the development and implementation of financial, reserves and investment policies.
- Ensure that effective and appropriate financial and accounting measures, controls and procedures are put in place and adhered to and that administration is effective and efficient
- Contribute to the board's role in giving strategic direction, setting policy and targets and monitoring performance.

What difference will you make?

The strategic purpose of the board, and thus the impact the Treasurer could have, is to assist the successful completion of dED's mission while considering the interest and purpose of Higher Education, which should be to enable personal development and promote economic, technological, and social change.

How to apply details

Please apply through Charityjob in the first instance and be sure to have your profile filled out with a relevant CV or LinkedIn profile linked. We are especially looking for individuals who understand and support our mission, so a cover letter is desirable. We will look at this information and reachout about an interview. Interviews will be held Monday, November 6th from 2-5pm with dED's executives Jinsella (CEO) and Carmen (COO) - community@ded1.co



Working for a world where
universities champion peace.

<https://ded1.co/>
@dED_UCATION