

Job Title: **Member, Finance and Investments Committee**

Location: London

About Us

We are the Royal College of Pharmacy, the professional leadership body for pharmacists and pharmaceutical scientists.

As the third largest workforce in healthcare, pharmacy plays a vital role in the health system, and as experts in medicines, pharmacists and their teams are central to patient care and public health. Our mission is to put pharmacy at the forefront of patient care, advancing the safe and effective use of medicines to the benefit of patients and the public.

We drive excellence in practice by providing expert leadership and support to our members and the wider pharmacy community, developing professional standards and guidance, advancing pharmacy through policy development and advocacy and supporting professional development and patient safety through assurance, credentialing and learning resources.

We champion pharmacy across Great Britain and internationally, with a vision to be the world leader in the safe and effective use of medicines.

Our Governance and Leadership

The Royal College of Pharmacy is a charitable body incorporated under Royal Charter (*A charity registered in England and Wales (1217916), and Scotland (applied for)*). We exist to advance the safe and effective use of medicines, drive excellence in patient care and support pharmacists to deliver the highest standard of practice.

Our structure brings together professional leadership, national insight and organisational expertise to ensure pharmacy remains at the forefront of patient care. Through collaboration across our Board of Trustees, Senate, councils and advisory groups, along with our Executive team and directors, we influence policy, develop standards and support excellence across pharmacy.

Pharmaceutical Press, the knowledge business and wholly owned subsidiary of the Royal College of Pharmacy, shares a foundational commitment with the College to advance the safe and effective use of medicines, ensuring health professionals globally have quick and easy access to independent, evidence-based pharmaceutical knowledge.

Pharmaceutical Press Ltd. returns its profits to the royal college to support the College's charitable objectives.

Our values, culture and inclusion

Our culture is grounded in professionalism, integrity and public service. We are committed to equity, diversity and inclusion, recognising that diverse perspectives strengthen leadership and decision-making.

Through this, we actively work to create a culture of belonging and inclusive leadership, ensuring our people feel valued, supported and able to contribute fully to the future of pharmacy.

The Role Profile

The Royal College of Pharmacy's Finance & Investment Committee (FIC) is a key advisory body established by the College's Board of Trustees to provide independent oversight of financial performance, investment strategy, and long-term financial sustainability.

While the day-to-day financial management of the College is delegated to the Chief Executive and Director of Finance, the FIC plays a critical role in supporting the Board of Trustees in fulfilling its governance responsibilities. The Committee ensures that the College's financial resources are managed prudently, investments are strategically aligned, and financial risks are appropriately mitigated.

The FIC forms one of several formal sub-committees of the Trustee Board, alongside:

- The Audit & Risk Committee ("ARC")
- The Remuneration Committee ("RemCom")

The Committee meets four times per year.

Role Details

Tenure	The trustee is appointed by the appointments committee for a three-year term. Their terms may be extended by up to two terms with the approval of the Board of Trustees.
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Commitments	The estimated time commitment is one day per qtr. This includes attendance in person or by Teams at four meetings annually, plus reading and preparation time.
Location	UK based, with office locations in London, Cardiff and Edinburgh. There will be a mix of onsite (typically in London) and remote meetings.
Remuneration and expenses	The role is not remunerated but reimbursement of expenses incurred while undertaking College business, such as travel, can be claimed in accordance with the Expenses Policy and applicable charity regulation guidance
Support for the role	Training and support will be provided to enable the appointed member to successfully and effectively fulfil the role.

The Role of a Finance & Investment Committee Member:

The Finance & Investment Committee has the following responsibilities:

Finance

- review the proposed Budget and its alignment with approved business plans in advance of each financial year and report its opinion to the Board of Trustees prior to the budget being agreed.
- assess and make recommendations to the Board of Trustees on any significant variances against approved budgets.
- monitor the adequacy, accuracy and integrity of the financial statements, including reports on financial performance, reviewing significant reporting issues and judgements which they contain and ensure all reports are timely.
- assess the effectiveness and adequacy of accounting, financial and operating controls and satisfy itself that the annual financial statements represent fairly the financial position of the College.
- review significant accounting policies and procedures and recommend changes to the Board of Trustees.
- consider financial implications of proposals for areas of major new business cases on behalf of the Board of Trustees and make recommendations to Board of Trustees in respect of their suitability.
- review the implementation of approved capital projects to determine if the agreed objectives are being achieved and review post-implementation reports/updates.

Investment



- review and monitor the appropriateness of and compliance with the Society’s Investment Strategy and Operational Reserves Policy and make recommendations to the Board of Trustees for change where appropriate.
- to oversee short and long-term investments in line with Investment Strategy & make recommendations to Board of Trustees for change where appropriate.
- monitor performance of the multi-asset investment funds and ensure that the funds are performing to expectations.
- review the approach to investment in property assets and the balance between this and other investment options and assess if the policy between asset classes is deemed appropriate, making recommendations where deemed appropriate.
- advise on the appointment (and when necessary dismissal) of the investment managers and investment consultants.
- Promote transparency, integrity, and sound governance in all financial matters
- Foster constructive relationships among Committee members, College executive and staff, and the Board of Trustees
- Ensure compliance with charity law, company law, and regulatory frameworks
- Act as a role model for best practice in governance, scrutiny, and accountability

Person Specification:

<i>Experience or Knowledge of</i>	<i>Essential (E) /Desirable (D)</i>
Senior management or director-level experience, ideally in finance and/or investment management	E
Strategic oversight of financial performance and budgets	E
Understanding the distinct role of trustees and operational/executive functions	E
Working collaboratively with Boards and Executive Leadership Teams	E
EDI: Commitment to and knowledge of Equality, Diversity and Inclusion best practice	E
Risk management, internal controls, and compliance	E
Not-for-profit, charity, or membership sector	D
Commercial awareness and strategic perspective	D

<i>Knowledge/ good understanding of:</i>	<i>Essential (E) /Desirable (D)</i>
Charity or not-for-profit governance	E
Financial oversight & Performance monitoring	E

Specific required technical expertise as stated in the advert e.g. property/investment knowledge	E
Risk management and compliance	E
Good communications skills	E

How to apply:

To apply, please send a CV or Profile and a supporting statement via the link on our website. We are committed to making the application process inclusive.

1. Briefly describe how your skills, experience and personal qualities make you a good candidate for this role. Refer to the role description and person specification for inspiration. (800-word limit)
2. Your specific areas of expertise that will be beneficial to our board of trustees

Each candidate will be shortlisted based on merit, and interview and appointment selection will be strictly based on the agreed selection criteria. The Equality Act 2010 permits reasonable adjustments that may give preferential treatment to an individual with a disability.

Timeline

Closing date: 19/7/2026

Panel Interview: Week commencing 10th August 2026

Date Job Description Agreed: April 26