

# The **Thalidomide** Trust

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## Finance & Governance Trustee

### Person Specification

#### Essential

- Professional accountancy qualification and strong technical accounting skills.
- Understanding of the principles of investment management.
- Experience of working in a senior financial position.
- Good current knowledge of charity accounting processes and reporting requirements.
- Sound current knowledge of Charity Law and Charity Governance frameworks.
- Well-developed interpersonal skills and an ability to develop positive relationships with individuals from a wide range of backgrounds.
- Able to demonstrate integrity, strategic thinking, accountability.
- Commitment to the aims of the Thalidomide Trust, to safeguard its reputation and values and to ensure resources are used wisely and in the best interests of all beneficiaries.
- Ability to make sound independent judgments and decisions in the best interests of all beneficiaries.
- Warmth, empathy and a non-judgmental approach.
- Willingness and ability to devote the approximately 20 days (plus travel time) per annum to the Trust – and specifically be available to attend three full day Board meetings, at least four half-day Finance Committee meetings and one beneficiary event each year.
- IT literacy – and experience of using Microsoft outlook, word and excel.

#### Desirable

- Experience of preparing charity accounts.
- Experience of monitoring investment performance.
- Good understanding of the principles/requirements of GDPR.
- An interest in, and understanding of, the issues faced by people living with disabilities.