

Job Title: Treasurer

Service: Governance

Reports to: Chair of the Board of Trustees

Direct Reports: None

About Social Interest Group (SIG)

Social Interest Group is a Health and Social Care Charity which brings charities together to work under one umbrella. We do this by providing bespoke person-centred health and social care services, bridging gaps in provision and aiding recovery, reablement, and resettlement. This is done through residential services, drop-in centred, community floating support settings, criminal justice settings, probation settings, and hospitals.

SIG's Mission is to create solutions that bridge the gaps in local health and social care, keeping people out of hospital, out of prison, and off the streets.

SIG delivers a range of specialist services from substance use to mental health, homelessness, criminal justice, and personality disorders. The services provided are tailored to meet individual needs in order to ensure that people within society have every opportunity to live fulfilled, healthy and constructive lives.

SIG's commitments include:

- Delivering excellence and innovation
- Promoting equality and mutual respect
- A belief that positive change is possible
- Involving and consulting service users
- Active citizenship and community involvement
- Valuing staff, harnessing their full potential

About The Role

The role of the Treasurer is central to ensuring governance, strategic oversight and ethical leadership across the organisation. They will play a crucial role in managing the financial health of the organisation, ensuring compliance, and supporting strategic decision-making. Trustees safeguard SIG's charitable purpose, ensure resources are used responsibly, and uphold legal, regulatory and safeguarding obligations.

Working collectively as a Board, Trustees shape long-term strategy, oversee organisational performance, manage risk, and ensure SIG operates with integrity, transparency and in the best interests of beneficiaries to achieve our organisational objectives, utilising the funds entrusted to us for long-term sustainability.

Trustees play a vital role in guiding organisational direction, providing scrutiny, and supporting the Executive Team to deliver services that are safe, sustainable and aligned to SIG's mission and values. Trustees ensure that policies, systems and decisions reflect good governance, sound judgement and responsible stewardship, enabling SIG to remain resilient, effective and person-centred.

About the Post Holder

The post holder will be a confident, insightful and values-driven leader with governance experience and sound judgement. They will understand the responsibilities of Trusteeship, bring balanced challenge, and contribute to strategic decision-making in a constructive and supportive manner. They will be able to interpret complex information, maintain high ethical standards, and act in accordance with Charity Commission expectations and legal duties.

They will demonstrate absolute integrity, uphold SIG's values and promote inclusive, person-centred approaches. They will be capable of forming positive and productive relationships with fellow Trustees, the Executive Team and external stakeholders. With a commitment to transparency, accountability and continuous improvement, the post holder will help ensure SIG delivers high-quality, safe and effective services.



Key Responsibilities


FINANCE, RISK & ASSURANCE

- Ensure organisational financial viability, ensuring proper financial records and procedures are maintained.
- Work with the Chief Executive and Finance Officer to achieve the financial sustainability of the organisation.
- Oversee and approve budgets, accounts and financial statements.
- Be assured that the financial resources of the organisation meet its present and future needs
- Oversee the integrity of financial planning, management and reporting, ensuring effective use of resources and organisational sustainability.
- Ensure robust internal controls, audit processes, risk management and compliance frameworks are in place.
- Monitor financial performance, key indicators, risk registers, safeguarding reports and assurance mechanisms.
- Ensure the organisation meets all statutory reporting obligations, including those to the Charity Commission and Companies House.
- Promote responsible stewardship and ensure that financial decisions are transparent, ethical and sustainable.

GOVERNANCE & LEADERSHIP

- Provide governance, support and oversight in line with Charity Commission expectations, statutory responsibilities and legal obligations.
- Uphold the organisation's charitable purpose, ensuring compliance with legal, regulatory and safeguarding duties.
- Review and scrutinise organisational performance, quality, impact and outcomes, challenging constructively where appropriate.
- Promote SIG's mission, values, Equality, Diversity & Inclusion (EDI), and safeguarding commitments in all Board activity.
- Foster a culture of integrity, transparency, accountability and high ethical standards across the organisation.

STRATEGIC LEADERSHIP

- Contribute to the development and approval of SIG's long-term strategy, ensuring alignment with organisational values and beneficiary needs.
 - Assess organisational risks, opportunities and priorities, helping to set strategic direction and mitigate threats.
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- Evaluate major business cases, organisational redesigns and change programmes, ensuring decisions are evidence-based and in the best interest of SIG.
- Support and challenge the Executive Team in delivering strategic objectives and promoting innovation and continuous improvement.
- Manage overall financial and compliance related risks, ensuring they are recorded on relevant registers and are carefully reviewed.

ORGANISATIONAL DEVELOPMENT & IMPROVEMENT

- Support effective organisational growth, capability development and quality improvement initiatives.
- Safeguard the organisation's reputation externally and internally.
- Ensure key policies, systems and frameworks remain up-to-date, effective and reflective of best practice.
- Strengthen relationships with commissioners, funders and external partners through oversight and strategic contribution.
- Act as an advocate for SIG at external events and networks, representing the organisation with professionalism and integrity.

GOVERNANCE, STANDARDS, COMPLIANCE & RISK

- Ensure SIG meets regulatory, contractual and legal requirements, including safeguarding, data protection and H&S.
- Promote a culture of safe practice, learning and continuous improvement.
- Monitor governance effectiveness, contributing to Board evaluations, skills audits and personal development.
- Uphold the principles of confidentiality, good conduct, and responsible decision-making across all areas of Board activity.

ADDITIONAL RESPONSIBILITIES

- Attend Board meetings, sub-committees and organisational events as required.
- Participate in training, development and onboarding necessary to fulfil the duties of a Trustee.
- Build effective working relationships with fellow Trustees and the Executive Team.
- Ensure that risks, concerns or conflicts of interest are declared, documented and managed appropriately.
- Promote and uphold SIG policies, values and safeguarding responsibilities at all times.

Other responsibilities may be required for this role, as per within the remit of this position.

Person Specification

Qualification and Experience	Rating
Qualified Accountant or similar including ACT, ACCA, CIMA, CertT or ACA	Essential
Experience in governance, senior leadership or strategic advisory roles	Essential
Experience interpreting risk, performance and financial information	Essential
Experience presenting complex information to non-specialists	Essential
Experience in organisational assurance, compliance or quality oversight	Desirable
Knowledge of the voluntary, social care, housing, justice or public sector	Desirable
Skills and Abilities	
Understanding of charity governance, safeguarding and regulatory frameworks	Essential
Excellent communication, influencing and relationship-building skills	Essential
Ability to understand and analyse complex information such as reports, data and regulatory information and use this to make balanced judgements	Essential
Ability to provide constructive challenge and support collaborative decision-making	Essential
Ability to manage confidential information appropriately	Essential
Understanding of safeguarding, EDI, GDPR and organisational risk frameworks	Essential
Commitment to high standards of governance, ethics and accountability	Essential
Personal Characteristics	
Strategic thinker with sound judgement and integrity	Essential
Emotionally intelligent, reflective and professional	Essential
Resilient and adaptable, able to navigate complexity	Essential
Committed to SIG values and trauma-informed, person-centred practice	Essential
Inclusive, empathetic and collaborative leadership style	Essential
Able to work constructively within a collective decision-making structure	Essential
Strategic thinker with sound judgement and integrity	Essential
Alignment with SIG's values and what we do as an organisation, passion for making a change in the social care sector and being the driving force for SIG to be a provider and employer of choice	Essential