

WE ARE RECRUITING FOR A

VOLUNTEER TREASURER



BEING A PCC(S) BOARD DIRECTOR

We are looking for enthusiastic volunteers to drive forward our post-covid recovery and expand our practical and emotional support to families.

As a Director you'll have the opportunity to use your skills in a leadership role to make a genuine difference to the lives of others.

Our Board of Directors are responsible for:

- **Setting strategic direction.**
- **Providing leadership to staff and volunteers.**
- **Ensuring effective governance, including financial and risk management, and compliance with relevant legislation and good practice.**

Although desired, no previous experience of being a Board Member or experience of the charity sector is required.

You will be inducted into your role by the existing Directors.

Find out more about being in a board of directors at:

scvo.scot/support/running-your-organisation/governance/roles-responsibilities

ABOUT THE CHARITY

Pregnancy Counselling Care (Scotland) (PCCS) is an Edinburgh based charity that offers material aid and counselling support to families in need struggling with pregnancy or early parenthood.
Charity Registration SC026943
Visit: counsellingandcare.co.uk

WE ARE LOOKING FOR SOMEONE WHO:

- Has an understanding of accounts and financial risk management.
- Is committed to our work and is open and empathetic to the experiences of those who access our services.
- Will input into the development of the charity's policies and procedures.
- Will monitor the financial administration of the charity through at least quarterly meetings with senior staff.
- Will report to the Board on financial matters.
- Will support staff with effective financial management.
- Will act as a signatory for bank matters including authorising payments.
- Will present the annual accounts at the Annual General Meeting.
- Can attend Board Meetings every 6 weeks (held online via Zoom).

HOW TO APPLY

To apply or have an informal chat about the role please contact our Operations Manager Taimi by emailing:

Taimi.Venho@counsellingandcare.co.uk

Please apply by **Monday 18th July, 2022** including your CV and a cover letter telling us why you are interested in the role.