

Trustee Treasurer – Volunteer Position

Charity Name: ‘Something To Look Forward To’

Location: UK (Remote/Occasional in person meetings)

Commitment: Flexible, approximately 3-4 hours per month

Closing Date: Rolling

About Us:

‘Something To Look Forward To’ is a small, vibrant charity dedicated to providing support to people affected by cancer poverty. Through the power of positive experiences, we aim to bring a little light into people’s lives during a challenging time. Our mission is to offer patients and their families ‘Something To Look Forward To’ as they navigate their cancer journey by providing donated ‘gifts’ and ‘experiences’ which are all generously donated by partner businesses.

The Role:

We are seeking a dedicated and enthusiastic volunteer Trustee Treasurer to join our Board of Trustees. This is an exciting opportunity for someone with financial expertise to help us ensure the charity’s financial sustainability and transparency. As a Trustee Treasurer, you will play a key role in the charity’s financial strategy, ensuring that we continue to deliver high-quality services to those in need.

Key Responsibilities:

- Oversee the financial management of the charity, ensuring sound financial policies and practices are followed.
- Work closely with the Board of Trustees to develop and implement the charity’s financial strategy.
- Prepare, review, and present financial reports to the Board.
- Monitor income and expenditure and ensure compliance with relevant financial regulations.
- Support the development of fundraising strategies and budgets.
- Ensure proper accounting records are maintained, and financial statements are prepared in accordance with UK charity law.
- Prepare and submit the annual accounts with the Charity Commission and Company’s House.
- Advise on the charity’s reserves policy and ensure effective management of the charity’s resources.
- Participate in Board meetings (held quarterly) and any other necessary meetings.



Person Specification:

- Proven experience in finance, accounting, or financial management.
- A passion for our cause and a genuine interest in making a difference in the lives of cancer patients and their families.
- Strong communication and interpersonal skills, able to work well with other trustees and staff.
- Understanding of charity finance, governance, and relevant regulations.
- A commitment to the values and mission of ‘Something To Look Forward To’.
- A commitment to ensure that you are familiar with, understand and can implement Charity Commission guidance for the role of the Trustee and effective operations of the charity.

What You Can Expect:

- The opportunity to make a tangible difference in the lives of those affected by cancer.
- Working within a small but passionate team of trustees and employees.
- Personal and professional development opportunities.
- Flexible, remote working arrangements to fit your schedule.

How to Apply:

Please send a brief covering letter outlining your interest in the role and relevant experience, along with your CV, to francesca@somethingtolookforwardto.org.uk

We welcome applicants from all backgrounds and are committed to ensuring diversity in our team.

Join us in making a real difference—because everyone deserves ‘Something To Look Forward To.
