

Area Treasurer

FIN005



Role type:	Governance/management
Main purpose of the role:	To oversee the finances of the Area and its Groups. To complete the annual budgeting process and carry out ongoing accounting, feeding in to the Area AGM and annual return to central office.
What we need from you:	<ul style="list-style-type: none">• An affinity with the charitable aims of the Ramblers.• A methodical and organised approach.• Numerate and not intimidated by figures. Previous experience managing budgets or accounts would be an advantage.• A commitment to the need for transparency and accountability with charitable funds.• Computer-literate: able to manage figures using a spreadsheet; contactable by email; comfortable with accessing account details on the internet.
What's in it for you:	The opportunity to work as part of a team and take decisions on Area expenditure and funding requirements. The chance to work closely with Group Treasurers to co-ordinate spending plans. To apply and develop your financial knowledge and present financial information to others.
Why you are needed:	The Area Treasurer is a key member of the Area committee and is charged with 'holding the purse strings'. They are involved in planning the Area's expenditure for the upcoming year and liaising with Group Treasurers and central office to direct funding in the best interests of the charity. They are also tasked with ensuring the accountability of the Area and its Groups through ongoing accounting and annual financial reporting.
What you could be doing:	Preparing annual budgets, approving expenditure, paying bills, carrying out ongoing accounting, preparing the annual return to central office, presenting financial information (including at the Area AGM), co-ordinating Group budgeting and accounting, ensuring compliance with financial policies and procedures.
Resources:	Resources are available on the volunteer section of the Ramblers website www.ramblers.org.uk/volunteer . Support is also available from the Finance Team at central office.
Contact:	Finance Officer (Areas and Groups) areagroupfinance@ramblers.org.uk / 020 7339 8581