



## **Board Director/ Treasurer with finance expertise sought (role includes chairing the Finance and Audit sub-committee of the Board)**

**January 2025**

Expressions of interest are sought for a **board director who is passionate about women's rights and has strong financial expertise**. This role also involves chairing ActionAid Ireland's Finance and Audit sub-committee of the Board.

### **About us**

ActionAid works with women and children who are excluded and live in poverty, as they take the lead in claiming their human rights, and changing systems in society that are unjust. The women in these communities take the lead - they decide their priorities, and we support them as they engage with the rest of their community and the wider power structures in society, to bring about change for the better that benefits the whole community. We also work together to hold governments and international institutions to account, campaigning side by side with women to achieve meaningful long-term change.

ActionAid Ireland's [strategy 2022-2027](#) is to create a just and caring world where women's human rights are respected through addressing the structural causes of Gender Based Violence (GBV), promoting women's leadership in humanitarian contexts and amplifying feminist alternatives on economic and climate justice, and effectively mobilise sustainable and diverse resources. ActionAid Ireland's strategy also makes clear commitments to anti-racism, shifting power and decolonisation, embedding learning and evaluation and safeguarding. Human rights are at the heart of ActionAid's work.

ActionAid Ireland is a member of the ActionAid International Federation. The ActionAid federation works globally for a world free from poverty and injustice. We want to see a just, fair and sustainable world, in which everybody enjoys the right to a life of dignity, and freedom from poverty and oppression. ActionAid works to achieve social justice, gender equality, and to eradicate poverty.

As an organisation focusing on women's rights and on changing systems that create power imbalances and poverty, we adhere to [feminist leadership principles](#). We believe we should

represent the external changes we want to create in terms of our internal diversity, culture and behaviours – which we adhere to at the board level as well.

## **About you**

The ActionAid Board of Directors are responsible for setting and monitoring the strategic direction of the organisation, monitoring compliance, ensuring the efficient and effective use of resources and the establishment of policy.

ActionAid Ireland has achieved the “triple-lock” of good governance and reporting standards: the Board of Directors monitors compliance with the Charities Regulator Governance Code, the Statement of Guiding Principles for Fundraising and the Statement of Recommended Practice (SORP) under FRS102.

Our latest Annual Report is available [here](#), and further information on our governance and board [here](#).

## **Treasurer – Role Description**

As well as fulfilling the duties of a Trustee, the Treasurer maintains an overview of ActionAid Ireland’s financial affairs. The Treasurer ensures that effective and appropriate financial measures, controls and procedures are put in place and reports to the Board at regular intervals about the financial health of the organisation.

### **Treasurer role**

- Overseeing and presenting annual budgets, management accounts and annual financial statements to the Board of Trustees;
- Leading in the Board’s duty to ensure that proper accounting records are kept and that financial resources are properly controlled and invested;
- Ensuring the development and implementation of appropriate financial policies;
- Advising on the financial implications of the charity’s strategic plan;
- Overseeing the charity’s financial risk-management and internal control processes;
- Providing board-level liaison with the external auditors on financial issues;
- Chairs the Finance & Audit Committee and Procurement Committee and reports back to the Board.

### ***What we are looking for***

- An individual with financial expertise and a passion for social justice and women’s rights.
- Knowledge of charity finance is an advantage. Otherwise, an enthusiasm to learn, drawing from sound commercial experience.
- A clear communicator with the ability to bring the financial information alive to non-finance specialists.

- Willing to play an active role in chairing the Finance and Audit sub-committee and Procurement sub-committee.

In addition to the above, the Treasurer will also have the responsibilities and qualities of all trustees.

#### **Personal skills and qualities**

- Willingness and ability to understand and accept their responsibilities as a trustee and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.

#### ***Terms of appointment***

##### **Terms of office**

- Trustees are appointed for an initial three year term of office, with renewal for a further one term of three years.
- This is a voluntary position, but reasonable expenses will be reimbursed.

##### **Time Commitment**

- Attending six Board meetings annually. Currently meetings are held as a mixture of both remotely and in person at the ActionAid Ireland office.
- Chairing the meetings of the Finance and Audit Committee four times a year and the Procurement Committee (ad hoc as required).
- Attending ad hoc strategy / training sessions.
- Time required to review meeting papers which are normally circulated one week in advance of meetings.

#### **Application process**

Interested parties should submit a CV and statement of interest to CEO, Karol Balfe, [karol.balfe@actionaid.org](mailto:karol.balfe@actionaid.org) by 28th February 2025.