

Role description:

Treasurer of the Maternal Mental Health Alliance

The MMHA is a charity and coalition of organisations with the shared vision of seeing all women across the UK get consistent, accessible and quality care and support for their mental health during pregnancy and in the year after giving birth.

Over the last 10 years, the MMHA has successfully campaigned to increase the provision of specialist services and raised awareness of the importance of maternal mental health across the UK. Today we have a thriving membership of over 100 organisations, a skilled central team, a group of experts by experience sharing their stories and a committed board of Trustees. We have recently secured funding to take forward our strategy over the next four years.

We are looking for a trustee to undertake the role of Treasurer to join the Board with a range of skills and experiences to meet the charity's needs for strong governance and who can devote the time required to play their role effectively.

We are looking to appoint by June 2021. The process will include shortlisting by a board panel and an interview. We are also offering an opportunity to observe a Board meeting prior to appointment.

The skills sought:

- Strategic financial management
- Charity accounts
- Fundraising and development

Along with the essential trustee's duties the Treasurer's role is to:

- Enable the Board to fulfil its financial responsibilities in the areas of accountability, oversight, governance and strategic finance.
- Support the Senior Leadership Team in ensuring the effective and efficient management, reporting and financial stability of MMHA.
- Contribute to long term fundraising strategy and, with the Board, oversee its implementation.
- Provide support and advice to the CEO and Finance Manager on finance matters.
- Liaise with the Independent Examiner or auditor and act as the board representative in the preparation of the annual report and accounts.

- Contribute to the Board's oversight of governance and programme delivery in line with the business plan and MMHA strategic objectives.
- Act as an ambassador and advocate for MMHA.
- Ensure that the MMHA has robust and effective systems of control in respect of financial risk management.
- Be available at times outside of board meetings for Financial & Governance sub-committee as required.

Time Commitment

Trustees join the Board with an initial 3-year commitment, which can be renewed. MMHA meets 4 times per year, generally in Central London (currently online) in the late afternoon. In addition there is usually one Board away day per annum. Treasurer is expected to also sit on Financial & Governance sub-committee which meet quarterly. Trustees are also encouraged to attend members meetings.

Other time commitments will include ongoing liaison with the Chair of the Board (generally by phone or email), attending key MMHA events, championing the charity in external networks and developing influential partnerships.

Please note that like most trustee roles, this role is unremunerated.

Reasonable pre-agreed expenses (e.g. travel) can be reimbursed.

Timeline:

- Closing date for applications 2 May 2021
- Shortlisting by Board panel and interviewing the candidates week commencing 3 May 2021
- Successful candidate to observe part of the Board meeting (online) 12 May 2021

Application is by CV and covering letter addressed to our Chair Luciana Berger describing your reasons for applying for the role and how your skills and experience fit with the person specification as outlined in the role description.

We welcome informal conversations about the role prior to application. If you would like to arrange a call with our current Treasurer Olga Vysotska or receive this information in a different format, please contact recruitment@maternalmentalhealthalliance.org.

The MMHA is committed to increasing the diversity of our team. Currently people from BAME communities are under-represented on our Board and we therefore particularly welcome candidates from these communities. We will be using positive action under the Equality Act 2010 to appoint a candidate from a BAME community if two candidates are equally qualified.