

Charity Trustee with Accounts experience

There is a vacancy for someone with Accounts experience to join the Management Committee, and to serve on the Finance & Funding sub-committee which is chaired by the Treasurer and oversees the scheme's finances.

Details of role (voluntary): to assist Treasurer with liaison with bank and accountants, and with budget preparation; to advise Manager on coding of accounts transactions, and on payroll matters. (The scheme's book-keeping is being moved to an accountancy firm which will produce monthly management accounts. The payroll is already processed by an accountancy firm.)

The Management Committee currently consists of 10 people. It meets on the second Tuesday of each month at 7pm in a meeting room at Biggart Hospital, Prestwick (where the office is located). Its three sub-committees also meet monthly.

For full details, please see the entry on South Ayrshire Life's website:

<https://www.southayrshirelife.org/volunteering.php#mw-opportunities-a0g1p00000IjOc7AAF>

To apply, or to obtain more information, please contact:

Anne Symington (Manager)
via the Mail form link on our Vacancies Page
or call 01292 671331