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| Job title | Finance support – board member |
| Pay scale | voluntary with expenses |
| Hours per week / day | Meet every 3 months or if urgent decisions required, occasional events |
| Job description | Noah’s ART is a limited by guarantee incorporated company with amended articles of association for not for profit. The company is moving into an exciting phase of its evolution and seeking a board member to support with the development of the business and commercial sustainability. In particular we are looking for support with management of finances and projection of income and expenditure.  Recent lottery funding has given the company an opportunity to be more strategic and plan for our future rather than being reactive. Funding is gradually reducing over the next three years so we must ensure any decisions and directions taken now place Noah’s ART in a strong and viable position for future growth.  The board meets every three months to review and agree strategic decisions regarding the not for profit and commercial elements of the business. Meetings last approximately 2 hours with some preparation expected from each member.  The new board member will be expected to bring opportunities and strategic knowledge to financial decision making in order to support Noah’s ART to develop a robust sustainability plan.  Board member may have links with either mental health services, education or schools as well as business acumen.  Their role will include:   * Being an ambassador for Noah’s ART within the local community * Attending board meetings held every 3 months and providing strategic suggestions for sustainability and growth with a view to how we manage our finances * Attending key events within voluntary sector and representing Noah’s ART * Supporting the development of the business plan – predicting growth, income and expenditure * Contributing to discussions, policies and strategy plans * Attending training as required by the role |
| Person specification | Experience   * the ideal candidate will have a good understanding of Noah’s ART aims and objectives * have a good understanding of the board’s objectives * some financial experience within business environment and/or business experience within voluntary sector, education, mental health & NHS and/or social care or other * desirable but not essential - experience of managing grant funding, fundraising and commercial strategy   Motivation   * bring a fresh and unique approach to Noah’s ART vision * support maintenance of high standards of care and operational activities * prepared to share the vison and become an ambassador for Noah’s ART within the local community setting   Team working   * to have strong opinions but willing to listen to all viewpoints   before making final decisions   * analyse issues objectively and raise issues regarding implication of decisions * to accept decisions once agreed by board * work collaboratively for benefit of Noah’s ART   Self-management   * attends all meetings as regularly as possible * to be prepared and motivated for the discussions * respect the confidential nature of board discussions * complete actions within requested timescales |
| Skills & Experience | The ideal candidate will have some of the following:   * business acumen especially within voluntary sector or commercial sectors including managing finances * business or personal experience of mental health services, NHS, education or social care sectors * experience of applying for funding and managing project finances * experience/understanding of financial implications of developing new commercial services such as training courses, running retreats, delivering services within the voluntary sectors * experience of fundraising |
| How to apply | Please provide a covering letter and CV and email to [admin@noahs-art.co.uk](mailto:admin@noahs-art.co.uk)  Closing date: 29th July 2023 |