Role Specification

Trustee and Chair of Finance Committee

Main duties

- Ensure that the charity operates within the financial guidelines set out in current legislation.
- Ensure that appropriate accounting procedures and financial controls are in place and that these are monitored and reviewed regularly.
- Advise on the financial implications of the organisation's strategic plans, including financial risk.
- Scrutinise the proposed annual budget, management accounts, performance against budget, cash flow and use of reserves, and advise and guide the Board accordingly.
- Ensure financial resources are sufficient to meet current and future needs, advise the board on its reserves policy and ensure this policy is reviewed and monitored regularly.
- Liaise with the charity's auditors where appropriate
- Liaise with the Director of Finance & Operations to ensure that the annual accounts are compliant with the current SORP.
- Keep the board informed about its financial duties and responsibilities



NMPAT

Northamptonshire Music and Performing Arts Trust

Do you share our vision of improving the lives of children and young people through engagement with music and the performing arts, no matter what their background?

Northamptonshire Music and Performing Arts Trust (NMPAT) is an independent charity founded in 2012 to provide access to music and the arts for all the children and young people across Northamptonshire. The Trust employs c200 people delivering lessons in schools and private tuition at our centre in Northampton for thousands of young people.

NMPAT is looking for a Trustee who will also serve as the Chair of the Finance Committee, as part of our governance structure. It's an exciting time to join, with the recent appointment of a new Chief Executive and additions to the Senior Leadership Team as we work to deliver our strategy.

Trustees provide leadership and governance, ensuring that we live our values and deliver our strategy. The Chair of the Finance Committee has a crucial role in our financial stewardship as we invest in significant change, respond to changes to our funding and set about increasing our traded income and reprofiling our fundraising effort.

We are looking for people who:

- Are as passionate as we are about our vision for enhancing children and young people's lives
- Embody our values of: **Inspire, Nurture and Excel**
- Bring fresh thinking and creative solutions
- Are forward looking, collaborative and solution centric



Clive Gresham
Northamptonshire Music and Performing Arts Trust Board Chair

We are seeking a new Trustee and Chair of Finance Committee...

We are looking for a Trustee to both join the Board and be the Chair of the Finance Committee, which is a sub-committee of the main Board. The successful candidate will have in depth experience of financial issues, demonstrate an understanding of charity finance requirements and play a key role in board discussions on current and future financial matters.

As Chair of the Finance Committee, main responsibilities include:

- Overseeing the financial leadership of the charity, on behalf of the Board of Trustees, to ensure its short and long-term viability.
- Assisting the Chair, Trustees and the Chief Executive in ensuring that the Board fulfils its duties and responsibilities for the proper financial governance of the charity.





The Chair of the Finance Committee has a crucial role in our financial stewardship as we invest in significant change, respond to changes to our funding and set about increasing our traded income and reprofiling our fundraising effort.

More information can be found at www.nmpat.co.uk

If you would like more information about the role, or an informal discussion, please contact :
Chair of Trustees, Clive Gresham
cgresham@nmpat.co.uk or CEO, Charlotte Buxton CEO
cbuxton@nmpat.co.uk

Thank you for your interest in this position.