



The Caspari Foundation is the leading organisation for Educational Psychotherapy. We are a London-based charity who work with children and young people to help them to overcome social and emotional barriers to learning. We train educational professionals to become educational psychotherapists. Our vision is a world in which all children and young people have opportunities to learn, grow and develop in order to reach their full potential.

We are seeking to appoint a committed and motivated Treasurer who will work closely with the Financial and Business Manager to support the organisation with financial affairs. As a Treasurer, you will be responsible for overseeing the financial direction and governance of the Caspari Foundation and will work with a dynamic team of trustees and staff members.

### We are looking for someone who can:

- Ensure that the Caspari Foundation operates within the financial guidelines, set out in current legislation by the Charity Commission, in the Charity's constitution and by the Board.
- Provide support to staff and board in relation to financial matters, including budgeting, forecasting, and analysis of financial trends.
- Identify and bring to the Board any financial risks facing the charity.
- Regularly report the financial position of the organisation to the Board, ensuring that the organisation's financial resources are sufficient to meet current and future needs.
- Chair the Finance Sub-Committee.

### The ideal Treasurer will:

- Be able to support and collaborate with staff members and trustees.
- Have knowledge and experience of governance and management, either within a charity, or in another role that is applicable to the post.
- Have an understanding of current finance practice that is relevant to a voluntary organisation.
- Have strong financial analysis skills and the ability to communicate information clearly and simply.
- Have experience of fundraising.

### Time Commitment:

- Four board meetings and AGM per annum
- Four Finance Committee meetings per annum
- Available to work alongside staff members/trustees for approx. 5-10 hours a month (flexible dates/times)

### Location:

Initially we expect most of the work to happen online using zoom or similar platforms. In 2021 we hope to be able to resume in-person meetings at our office which is based a few in yards from Finsbury Park Tube station. (Remote working will still be possible in 2021 for those Trustees who wish to remain working remotely.)

### Applications:

We hope you consider joining our small and passionate Board of Trustees. To apply please email your CV with a brief covering letter to [admin@caspari.org.uk](mailto:admin@caspari.org.uk). Please note the post is subject to DBS checks.

The Board would like to appoint someone as soon as possible. Once an expression of interest has been made regarding this position, we will arrange to contact you to discuss the role further, your experience and availability. Thank you for your interest.