

mind Tameside, Oldham and Glossop

Senior Finance Manager

Job Title: Senior Finance Manager

Salary: £33,000 FTE Salary which will be pro rata based on part-time hours

Location: Flexible with home-working option (with ability to attend offices for weekly meetings) or based in our Ashton or Oldham offices

The Role and Department:

We have an opportunity for a Senior Finance Manager to join the organisation on a permanent basis. Reporting to the Operations Director, as the Senior Finance Manager you will work as part of the organisation's small finance team and will be responsible for:

- Producing financial management information including management accounts, cashflow, balance sheets, debtors, forecasts and budgets.
- Developing effective financial processes and controls and ensuring all financial legal obligations are met in line with charity regulations.
- Ensuring effective financial management processes and controls are in place across the organisation.

What you will bring to TogMind:

To be considered for this role, we are looking for someone with:

- Extensive experience of producing a wide variety of financial management information and effectively communicating this to non-finance audiences.
- Financial management and governance in not for profit / charitable / small-medium sized organisation or another relevant sector.
- Ensuring financial statutory compliance and leading on good practice.
- Experience of producing budgets across multiple departments.
- A recognised financial qualification, such as AAT, ACA, ACCA, CIMA or qualified by experience with extensive experience in an equivalent role or roles.

Optional - For an informal discussion about this vacancy please contact Karen Ditchfield, Operations Director, on karenditchfield@togmind.org.uk or 0161 330 9223.

Please refer to the full Job Description and Person Specification for further details.

If you have what it takes to be an ambassador and the face of our organisation, please do not hesitate to get in touch – help us shape our charity and communities.

Closing date: Monday 4 October

Interview date: Thursday 21 October

