# MySight York Trustee Role Description: Treasurer

## About MySight York

MySight York is a vibrant, independent local charity supporting people living with sight loss in York and the surrounding area. Our mission is to help individuals remain independent, confident and connected. We provide a wide range of services including emotional support, technology training, peer groups and activities that promote wellbeing and inclusion.

We are seeking a new Trustee to act as Treasurer, joining our committed Board to help guide the charity’s financial strategy and ensure long-term sustainability.

## Role Details

Role Title: Trustee – Treasurer
Reports to: Chair of the Board of Trustees
Location: York or remote (with occasional in-person meetings)
Time Commitment: Approx. 1 day per month, including bi-monthly Board meetings and Finance Committee meetings
Remuneration: Voluntary role (reasonable expenses reimbursed)

## Purpose of the Role

As Treasurer, you will provide strategic financial oversight and leadership, ensuring MySight York remains financially robust and compliant. You will work closely with the CEO and Deputy CEO, chair the Finance Subcommittee and support fellow trustees in understanding financial matters.

## Key Responsibilities

* Lead on financial governance, ensuring robust financial controls and risk management frameworks are in place.
* Oversee the preparation and presentation of budgets, management accounts and annual financial statements.
* Ensure compliance with statutory reporting and regulatory requirements (Charity Commission etc.).
* Provide financial insight to support strategic decision making and resource allocation.
* Chair the Finance Subcommittee and report key issues to the full Board.
* Support fellow trustees in understanding financial information and implications.
* Act as a sounding board for the CEO and Deputy CEO on financial matters.
* Monitor financial performance against budget and advise on corrective actions where necessary.
* Support income generation strategies, including fundraising and grant applications, from a financial perspective.

## Person Specification - Essential

* A recognised financial qualification (e.g. ACA, ACCA, CIMA) or equivalent experience.
* Experience in financial leadership, ideally at senior management or board level.
* Understanding of charity finance, governance and risk management.
* Ability to communicate financial information clearly to non-financial audiences.
* Commitment to MySight York’s values and mission to support people with sight loss.

## Person Specification - Desirable

* Experience in the charity or voluntary sector.
* Knowledge of investment management and reserves policy.
* Familiarity with financial software and reporting tools.

## General Trustee Responsibilities

* Ensuring the charity complies with its governing document and relevant legislation.
* Acting in the charity’s best interests and managing resources responsibly.
* Supporting the CEO and staff team while holding them accountable.
* Promoting the charity’s work and values in the community.

## Support and Training

Induction and training provided, including visual impairment awareness and safeguarding.
Ongoing support from the Chair and fellow trustees.
Annual supervision and development opportunities.

## Diversity and Inclusion

We welcome applications from individuals of all backgrounds. Lived experience of sight loss or disability is valued but not essential. We are committed to equality, diversity and inclusion in all aspects of our work.

## Interested?

To express interest or request more information, please contact:
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To apply, please complete the application form available at:
<https://www.mysightyork.org/wp-content/uploads/2025/04/Trustee-Application-Form-October-2022.docx>