

Music and the Deaf is seeking a new Trustee (Treasurer)

Music and the Deaf is a unique national charity, entirely dedicated to providing access and opportunities in music for deaf and hard of hearing children, young people and adults.

The charity carries out its mission through the delivery of specialist workshops in schools, providing deaf awareness training, giving talks, and running its ground breaking projects such as Frequalise and the FORTE Ensemble. Find out more at www.matd.org.uk

Music and the Deaf requires a Treasurer to assist in overseeing the Charity's activities and accounts. The successful candidate must have a qualification in accountancy, with exceptional skills in this area, in addition to an enhanced DBS.

Please note that this is a voluntary role and as such, there will be no payment, other than that specified by the Charity Commission as regards reasonable expenses. As a volunteer, it will be an opportunity for you to experience charity management and use your skills to make a difference to people's lives.

Roles and responsibilities:

As a Trustee of Music and the Deaf, you will be required to work with the Board of Directors to:

- Ensure the charity is carrying out its purposes for the public benefit and in accordance with its aims and objectives
- Comply with Music and the Deaf's governing document and the law, and act in the best interest of Music and the Deaf to enable the charity to carry out its purposes
- Assist in the management of Music and the Deaf's resources, financial and otherwise, and ensure the charity is accountable.

The Treasurer takes the lead at board level on:

- making sure the charity keeps proper accounts
- reviewing the charity's financial performance
- drawing up or reviewing policies for finance and investment
- ensuring that the charity has robust and effective financial controls in place
- liaising with finance staff and with the charity's independent examiner or auditor
- reporting on financial matters

The Treasurer will be required to attend full Board meetings and Finance Committee meetings, both held on Tuesday afternoons at the offices of Music and the Deaf in Halifax on a monthly basis. We are willing to consider outstanding applicants who are able to Skype or conference call if it is not possible for them to attend the meetings in person.

To apply, please email Music and the Deaf's Director of Operations Ros Rowe at ros@matd.org.uk, stating why you are interested in the role, and how you feel your skills make you suitable for the position. All shortlisted candidates will then be invited to interview at the offices of Music and the Deaf at a later date.

Closing date: Monday 24th July, 5pm.