FLOURISH MENTORS

Position available: Treasurer
Location: Brighton and Hove
Type: Trustee

Are you passionate about supporting the wellbeing of young women? We're seeking a dedicated individual to join our Board of Trustees as our Treasurer.

As Treasurer, you will play a vital role in managing our charity's financial health, ensuring that our resources are responsibly and effectively allocated to support our charity's mission. We provide therapeutically-matched one to one mentoring and bespoke workshop programmes for the young women of Brighton and Hove, so this is a fantastic opportunity to use your financial expertise to make a meaningful difference in our community.

About Flourish Mentors:
We are a small charity with a big mission: building a community that stands alongside young women as they step into adulthood in Brighton and Hove, East Sussex. We have no thresholds or 'criteria': Any young woman aged 16-25 is welcome. Our aim is to ensure no young woman is invisible.

What we offer

- Free 1-1 mentoring: in-person, fortnightly wellbeing mentoring for up to two years
- Free mental health workshops: co-created with young people and offered to local schools, hubs and community groups

To date, around 700+ young women have taken part in our expert-led co-created mental health workshops and we are currently supporting 150+ mentors and mentees partnerships in our community. All our interventions aim to help young women increase their confidence and self-awareness, decrease their anxiety, and focus on fulfilling their dreams.

For more information about our work, visit www.flourishmentors.com.

Responsibilities:

- Overseeing the financial management of Flourish Mentors, including mentor expenses, budgeting, financial reporting, and financial planning.
- Working with your fellow Trustees to develop and monitor financial strategies aligned to the charity's mission and values.
- Maintaining accurate financial records, ensuring compliance with relevant regulations and legal requirements.

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- Providing financial guidance and support to the Board and Co-Directors as needed.
- Participating in quarterly two-hour Board meetings, and contributing to strategic discussions and decision-making.

Person specification:

- Ability to commit up to three hours a week to the Treasurer role - largely virtual, with occasional in-person activities.
- Experience in financial management, accounting, or related fields (essential).
- Experience in charity finance (desirable).
- Essential knowledge of Xero.
- Strong organisational and analytical skills.
- Excellent interpersonal and communication skills.
- Dedication to the wellbeing of young women.
- Commitment to LGBTQIA+ inclusion.
- Ability to work collaboratively with diverse stakeholders.
- Alignment to Flourish's values of co-creation, playfulness, inclusivity, kindness and empowerment.

If you have the passion, drive, and skills we need then we'd love to hear from you! Join us in creating brighter futures for the young women of Brighton and Hove.

How to apply:

At Flourish Mentors, we are wholeheartedly committed to welcoming applications from all sectors of our community. We believe that inclusivity starts at the very foundation of our charity, and that cultivating a diverse Board of Trustees helps us address the needs, concerns and aspirations of our mentees effectively.

If you are interested in applying for the Treasurer position, please send your CV and a supporting statement to trustees.flourishmentors@gmail.com. Your supporting statement should include why you're interested in joining us as our Treasurer, and how your skills, values and experience can support our overarching mission as a charity.

Accessibility:

If you need any adjustments to the application process, or would like to submit your application in an alternative format such as an audio or video submission, please let us know by emailing trustees.flourishmentors@gmail.com, or by calling or texting 07415 099899. We will work closely with you to ensure your application experience is equitable and inclusive.

Flourish Mentors is a registered charity, number 1197095