*New Treasurer for young vibrant charity.*

*York Neighbours is a young vibrant local charity, It is highly appreciated, and has recently been validated with a substantial National Lottery Grant. We need a new treasurer* *because the present person is moving out of the City.*

*The Treasurer is a full Trustee and attends the 5 bimonthly evening meetings per year, plus the Annual General Meeting. There are sometimes additional meetings arranged for specific tasks. The treasurer provides regular updates of expenditure and income along with budget comparisons and should be able to explain them to the other Trustees.  There is regular communication by e-mail and phone with the (currently four) employed staff and trustees as required.*

*The treasurer is responsible for the production of the annual accounts and works with an independent examiner to verify them.  They are the point of contact with York CVS who produce the payroll for the members of staff, but also work closely with the Trustee with responsibility for Human Resources (HR).  The treasurer* *has responsibility for setting up the electronic bank payments, which are normally for invoices and payroll and ensuring that they are authorised by one of the other approved persons.*

*We are looking for someone with accountancy gifts and a passion for the charity.*

*Email* [*info@yorkneighbours.org.uk*](mailto:info@yorkneighbours.org.uk) *for more information or call 01904891627*