

Job Title: Non Executive Director Volunteer - CFO

What is TwistFizz?

We're a Community Interest Company (CIC) committed to delivering a great parks tennis programme in Eltham Park South for the benefit of all. We are passionate and want to grow tennis as the most popular sport in the borough. We will achieve this by providing tennis activity which is inclusive, social, very easy to access and designed in partnership with local people and the Royal Borough of Greenwich.

Principal Duties:

- To provide the Board with constructive, independent challenge
- To fulfil the obligations associated with oversight of the CIC in respect of governance and Finances.
- To participate fully in the work of the Board, including attendance at quarterly board meetings
- To work co-operatively with other Board members
- To ensure that the CIC operates to the highest ethical standards and to the objectives set out in its articles
- To scrutinise all aspects of governance, management and CIC performance
- To ensure that financial information is subject to scrutiny and due diligence

Personal Specification:

- Senior Management level experience in a professional capacity
- May have previously held senior financial executive level post(s) in either the private or public sector
- Clear understanding of the legal duties, responsibilities and liabilities of NEDs
- Ability to understand strategic, governance and financial issues
- Highly developed communication and inter personal skills
- Good understanding of financial controls and a thorough working knowledge of risk management concepts appropriate to the business of the C.I.C.
- Able to demonstrate the highest standards of integrity and probity
- Able to commit sufficient time to fulfil the role
- Any additional skills and experience that complement those already represented on the Board

Specific CFO duties & experience:

- Accountable for financial and risk management to include:
- Approving yearly accounts, developing a financial & operational strategy

- Creating forecasting models, preparing and reviewing budgets and tracking operational metrics (KPIs)
- Guiding the company's future direction via tactical initiatives/programmes
- The person will ideally have a fund-raising background or experience in securing investment preferably with VCSEs

This role requires an average of 10 hours per month. We are very excited to find a volunteer CFO who will take TwistFizz on to the next stage of its development. To apply please email Lyndall Newton-Early at hello@twistfizz.co.uk with your CV and a cover note. We look forward to hearing from you!