



Girlguiding



Candidate Pack

Treasurer and Chair of the Finance Committee

Welcome

Thank you for your interest in joining The Guide Association Board of Trustees as our Treasurer and Chair of the Finance Committee.

Girlguiding is the largest youth organisation in the UK dedicated to girls and young women. It's our mission to provide fun, friendship, challenge and adventure, helping them grow their skills and confidence and find their voice so that they can champion change in their own lives and in their communities. We are for all girls, and we help girls to know that they can do anything.

There are more than 300,000 young members of Girlguiding who meet in 22,000 local groups each week in every part of the UK, all powered by our fantastic 78,000 volunteers who deliver guiding activities which have such a positive impact on girls and local communities. Many of our young members are passionate advocates and we support them to speak out on the issues that matter to them to help improve all girls' lives.

Like all charities, we need to remain focused on building financial resilience and sustainability to ensure that we can continue to provide relevant, inclusive and affordable opportunities for girls, regardless of their background.

We're ambitious for the future and we are seeking an exceptional person to join our Board of Trustees as our new Treasurer and Chair of the Finance Committee. In this role you will play a vital part in helping us ensure the charity's financial health, governance, and long-term sustainability and advising the Board of Trustees on all aspects of financial strategy for The Guide Association and as a member of our Trading Board.

The role of Trustee offers varied and challenging opportunities for people who want to help shape the future of the charity. As a member of the Board, you will be asked to make your ideas and influence count at Board meetings and stakeholder events. We support all Trustees in their role through induction and ongoing development and engagement. In return, you will gain great reward in seeing impactful initiatives take shape and witness positive changes in the lives of girls and young women.

We're looking for someone who brings deep experience of financial management and oversight, gained at leadership level with the ability to clearly communicate and explain financial information to a range of audiences. Whatever sector your expertise has been gained in, you will be commercially astute with an excellent understanding of good governance and the ability to probe and appropriately challenge both the Executive and Board colleagues, using a collaborative approach and sound judgement.

Thank you for taking the time to read this pack and for considering the role. If you are motivated to be part of an organisation making a real difference, I hope you will be inspired to apply.



A handwritten signature in black ink that reads "Denise Wilson".

Denise Wilson
Chair of the Board of Trustees

About Girlguiding

Our strategy and our goals

In 2020, Girlguiding launched its strategy designed to increase our impact and build the foundations so that more girls can access and benefit from a Girlguiding experience. Our strategy relies on four strategic pillars:

An unrivalled, girl-led experience

We want to offer experiences so fun, accessible and empowering that they inspire more girls, young women and volunteers to join than ever before. So, we put girls at the centre of everything we do. Every decision we make, big or small, should be led by our girls and young women.

Rewarding and flexible volunteering

We want all volunteers to enjoy their time with us. We want volunteering to be flexible so it's easier for people to give their time. So, we're creating opportunities that fit around people's lives. This will give more people the opportunity to share their talents and deliver great guiding to reach more girls and young women.

An inclusive and impactful organisation

We want Girlguiding to have an even bigger impact and influence on local communities and across the UK. So we're finding fresh and exciting ways to welcome new girls and volunteers to make sure our community develops to reflect the world around us. We're making more people aware of Girlguiding by proudly telling the world about our amazing achievements and hero girls' voices.

Every year we ask over 2,500 girls and young women aged 7 to 21, both inside and outside of guiding, to tell us how they feel about their everyday lives.

This survey reveals that Girlguiding girls are up to 23% more confident on average than girls in UK.

[Click here to view Survey](#)

Building a sustainable and future-proof organisation

We want to make sure Girlguiding is fit for the future so we can continue to give girls great experiences. We are working together with the organisations in our network to be the most effective organisation overall. We want our staff, volunteers and members to feel they are One Team.

As of 2024, in addition to responding and adapting to the post Covid socio-economic environment, we have made good progress in delivering our 2020+ strategic objectives through a combination of continuous improvement and an ambitious programme of change. Some of the key achievements include the implementation of our diversity and inclusion strategic plan, the adoption of a new organisational model 'Ways of Working Together', the development of a digital volunteer learning and development platform, and implementation of new internal management systems. We are investing in an ambitious programme of digital transformation which will deliver improved experiences for girls, parents and volunteers.

In 2024 and 2025, our focus is on realising the benefits of those key initiatives and on delivering the second phase of our transformation programme. Girlguiding is currently sharpening its organisational strategy for launch in 2025, which will be supported by the financial strategy to achieve our ambition.

The next five years will be an exciting and important time for Girlguiding as we continue to maintain our financial health to support our vision to build a more equal world for girls.

Our structure

The Guide Association uses the operating name Girlguiding, is incorporated by Royal Charter and is registered as a charity in the UK. The Board of Trustees manages and regulates the Association's affairs.

Girlguiding in the UK is made up of charities and unincorporated associations organised into geographical areas. This allows for the provision of support and compliance with national policies, two-way communication and opportunities for young members, leaders and volunteers to make decisions and take responsibility at local levels.

Each of the 6 regions of England and the 3 countries of Scotland, Ulster and Cymru is a registered charity with a Board of Trustees responsible for the administration of Guiding in that country or region.

Girlguiding's core income comprises membership subscriptions, income from our Trading subsidiary and investments. We are grateful for support from a range of partners who enable Girlguiding to sustain and grow our reach and impact through generous grants and funded programmes.

[Click here to view Annual Report](#)



About the Girlguiding Board of Trustees

The Girlguiding Board of Trustees comprises a minimum of 10 and a maximum of 15 Trustees, including:

- the Chair
- the Chief Guide
- the Deputy Chief Guide
- the Treasurer (and Chair of Finance Committee)
- up to eleven Trustees appointed from within and external to Girlguiding

Details of our current Trustee Board can be found [on our website here – Meet our trustees | Girlguiding](#).

The Board meets at least four times a year including an annual residential weekend. In addition to the Board, there are five Board Committees. The Finance Committee, Audit and Risk Committee and Nominations & Governance Committee each meet four times a year, and the Remuneration Committee meets twice a year. The Board Standing Committee meets on a needs basis if required for any urgent decisions between Board meetings.

With the exception of the Chief Guide and Deputy Chief Guide whose Trustee terms of office run concurrent with their roles, Trustees serve a three-year term of office, with a possible second term of three years subject to a review.

The Board presents its Annual Report and Accounts to the Girlguiding Council of Members at their Annual General Meeting, usually held on the last Saturday of June. The Council, which is chaired by Girlguiding's President or by the Chief Guide, may meet more often if required. Whilst the Board of Trustees has strategic oversight and responsibility for the management of the business of the Association, the Council is engaged on particular matters as set out in the constitution and as one of the groups providing insights and perspectives on the work of the organisation.

Equity, diversity and inclusion (EDI)

Our commitment to EDI is woven into the fabric of our governance. We recognise that a diverse Trustee body brings a wealth of perspectives, experiences and insights that are vital for effective decision-making and for fostering innovation. Our EDI objectives focus on creating an environment where every Trustee feels valued and empowered, regardless of their background, identity or lived experiences. We actively seek to attract Trustees from a range of diverse backgrounds, ensuring that our leadership reflects the communities we live in. Our Trustee body champions inclusivity and helps shape a more equitable future for all.

Responsibilities of Trustees

The Board has overall legal responsibility for the direction and control of Girlguiding and is collectively accountable for compliance with relevant legislative and regulatory requirements. The Trustee position therefore carries legal duties and responsibilities. It is a voluntary role, which should be undertaken because Trustees are committed to furthering the purposes of Girlguiding and have the skills, experience and personal qualities needed for the strategic management of our complex organisation.

Trustees have overall responsibility for shaping the policy and strategic direction of Girlguiding. The day-to-day operations are conducted by Girlguiding staff and volunteers, all operating under the overarching leadership of the Chief Executive and the Chief Guide.

To serve as a Trustee an individual must be over the age of 18 and not be disqualified because of bankruptcy, unspent criminal convictions for offences of deception or dishonesty, or a legal order for removal/ disqualification as a Trustee or company director. It is a criminal offence to act as a Trustee while disqualified. A Trustee must act at all times in the interests of Girlguiding.

Role Overview

As Treasurer and Chair of the Finance Committee, and a Trustee of the charity, this role combines leadership in financial oversight and strategic advice to the Board, contributing to the overall strategic decision making and governance of The Guide Association.

Key responsibilities:

Finance Committee Leadership

- Provide leadership to the Finance Committee.
- Guide the Committee in overseeing the charity's financial health and strategy, ensuring its decisions align with the Board's objectives.
- Chair and facilitate Finance Committee meetings, ensuring they are well-planned, productive, and result in clear, actionable outcomes.
- Ensure that decisions taken at Finance Committee meetings are implemented effectively.
- Provide regular updates to the Board of Trustees on the work and recommendations of the Finance Committee.
- Work closely with the Executives and key staff to:
 - Plan the annual cycle of Finance Committee meetings
 - Set clear, strategic agendas for each meeting
 - Ensure meetings are well-organised and accurately recorded

Financial Strategy and Planning

- Work in partnership with relevant staff and Trustees to review and monitor the charity's financial strategy, ensuring it supports the organisation's long-term sustainability.
- Collaborate with key staff to ensure that robust financial planning processes are in place, including budgets, forecasts, and financial controls.
- Ensure that Trustees are fully informed of their financial responsibilities and help interpret and explain financial data in a way that is clear and accessible to those without financial expertise

Governance and Compliance

- Act as a full member of the Board, contributing to overall governance and strategic decision-making.
- Lead the committee in providing financial oversight and risk assurance to the Board.
- Serve as a Director on the Board of Directors for the Guide Association Trading Service Limited, ensuring its governance and financial independence are maintained.
- Serve as a Director of the Guide Association Trust Corporation, which offers a property and investment holding service for local guiding groups.
- Serve as a member of the Council of the Guide Association as Treasurer, and report annually on the charity's financial position at the AGM of the Council.
- Serve as a member of the Board's Standing Committee and other ad-hoc Board groups as needed, contributing to cross-functional decision-making.



Person specification

Knowledge and experience

- Qualified accountant (ICAEW, ACCA, CIMA, CIPFA).
- Experience of governance, financial control and budgeting.
- Significant experience of senior financial leadership and developing and delivering financial strategies at a strategic level in a substantial organisation.
- Strong commercial awareness with experience in handling complex financial information and providing financial analysis.
- Demonstrable risk management and assurance expertise with the ability to make sound judgement of organisational wide risks
- Knowledge and experience of property and investment portfolios and/or procurement is desirable.

Skills and Attributes

- A strong commitment to Girlguiding, our vision, mission and values.
- Excellent communication skills to clearly communicate complex financial matters to non-financial stakeholders.
- An inclusive approach, ensuring all views are taken into account and that consensus and clarity of outcomes are achieved.
- A high level of integrity, impartiality, and the ability to exercise independent judgement and respect confidences.
- Strong inter-personal skills and abilities in an ambassadorial role.
- Tact and diplomacy, with the ability to listen actively and engage effectively.
- Ability to foster and promote a collaborative team environment.



Time commitment

We are looking for a Treasurer who can offer the personal flexibility and availability to commit to the role, alongside their executive position or as part of their portfolio, with availability during and outside normal business hours in order to work effectively with the Executive Leadership Team and Trustee colleagues, for meetings and preparation time and for some travel. Some Girlguiding meetings are held at weekends, so availability on some weekends is a requirement.

Collectively, the time commitment is on average 2-3 days a month. Meeting dates and times are published over a year in advance. The role requires preparation for, and attendance at the below meetings:

- Board meetings – four a year, including an overnight / residential meeting, and a separate strategy day. Meetings are held in London or on occasion elsewhere (usually once a year) on a mix of weekdays and Saturdays
- Finance Committee meetings – four meetings a year. These are currently held in person in London during the working day. Other Committees are held online in the evenings.
- Council AGM – attendance at one Council meeting per year to present the annual report and accounts and occasional additional matter specific ad hoc meetings
- Guide Association Trust Corporation – one meeting per year, usually online.
- Guide Association Trading Service Limited – four meetings per year. These are a mix of online and in-person meetings, with one being held in London and one in Cheshire
- Ad hoc meetings – where the attendance of the Treasurer would be beneficial will arise from time to time
- Deep dive and drop-in sessions – to update Trustees on key topics – optional but encouraged; three or more a year (usually online in the evening)

Remuneration

This appointment is offered on a voluntary basis with all reasonable expenses incurred as part of the role reimbursed in full.

Term of office

The Chair of Finance normally serves for a first term of up to three years effective from 1st July 2025 and is eligible for reappointment for one further term of up to three years.



How to apply

We hope you will consider making an application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact katy.giddens@starfishsearch.com and we will be happy to arrange a call. To make an application, please go to <https://starfishsearch.com/jobs/gg-treasurer-chair-fc/> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this appointment is right for you and how you meet the criteria.

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Closing date:	Monday 6th January 2025
Preliminary meetings with Starfish:	w/c 20th January 2025
Opportunity for shortlisted candidates to meet with stakeholders:	w/c 10th February 2025
Final Interviews with the Appointment Panel (in person) in London:	Saturday 15th February 2025
Treasurer Inductions including opportunity to observe meetings:	April – June 2025
Appointment start date:	1st July 2025

Girlguiding will reimburse candidates for reasonable travel related expenses and can help arrange travel in advance where required.

