



Candidate Pack for Executive Director of Finance

Welcome

Dear Candidate

Thank you for your interest in joining Scouts as our Executive Director of Finance. Scouts is one of the UK's best known and best-loved national charities, helping 450,000 young people each week gain skills for life through adventure and teamwork. Supported by 140,000 dedicated volunteers, we build confidence, compassion and courage that last a lifetime - inspiring generations and strengthening communities across the UK.

It's an exciting moment for Scouts. In the new year, we'll launch a bold new strategy focused on reaching more young people and empowering them to lead change in their communities. We've restructured our national team to balance costs with ambition and to make the most of the incredible skills across our volunteer and staff network.

The Executive Director of Finance will be central to this next chapter - ensuring our long-term financial sustainability and shaping how national resources are used purposefully and effectively. Leading our Finance and Legal functions, you'll provide strategic insight and connect our finances to the wider mission of Scouts. You'll also work across our federated structure of Countries, Districts and 7,000 local Scout Groups, helping ensure financial clarity and confidence throughout our movement.

You'll join a collaborative Executive Leadership Team and play a key role in our shared leadership approach with senior volunteers. Together, we're building a more inclusive and forward-looking organisation - one that reflects the diversity and dynamism of young people today.

If you share our values and want to help strengthen one of the UK's most trusted charities, we'd be delighted to hear from you.

Aidan Jones
Chief Executive
The Scout Association



About us

Scouts is one of the UK's most recognised and respected youth movements, empowering 450,000 young people each week to gain skills for life through adventure, friendship and community. We're a charity built on the commitment of over 140,000 volunteers who make an extraordinary impact in every corner of the UK - helping young people build confidence, resilience and a sense of belonging.

Our mission is simple but powerful: to prepare young people with the skills, values and outlook they need to shape a better world. From local Scout Groups to national initiatives, we help young people discover their potential, work together and take the lead in creating positive change.

Scouts is a federated movement, made up of local Groups, Districts and Countries that together form a nationwide network of support and opportunity. The national charity - The Scout Association - provides the leadership, infrastructure and resources that enable this network to thrive.

We're entering a new and exciting phase. Our upcoming strategy will focus on reaching more young people, especially those who haven't had access to Scouting before. We're modernising how we work, embedding shared leadership between staff and volunteers, and ensuring that our governance and culture reflect the diversity and dynamism of young people today.

In everything we do, we're guided by our values of care, respect, integrity, cooperation and belief. These principles shape how we support our members, how we lead, and how we continue to make a difference - for young people, volunteers and communities across the UK.



Job description

Job title:

Executive Director of Finance

Reports to:

Chief Executive

Line Management Responsibility:

Financial Planning and Analysis Manager, Financial Controller, Head of Legal

Organisational budgetary Responsibility:

£40 – 60 million per annum (depending on Jamboree year)

Internal Relationships:

Executive Leadership Team, Leadership Forum, Employee Forum, UK Leadership Team (volunteers), Subsidiary Boards, Trustee Board, Treasurer and Finance, Audit and Risk Committee

External Relationships:

Auditors, Bankers, Lawyers, Investment Advisors, Accountants, Pension Advisors, Charity Commission



Role purpose

The Executive Director of Finance is responsible for the long-term financial sustainability of The Scout Association (the national charity for Scouts in the UK). Determining how resources at a national level are used purposefully and cost effectively to deliver our new strategy and support Scouts across the UK is a key part of the role.

The Executive Director of Finance must work effectively as part of the federated structure of Scouts – with a network of Countries, Districts and around 7,000 local Scout groups – and ensure financial information is communicated across the whole of the membership.

Main responsibilities:

- Contribute to the successful strategic and operational functioning of the organisation as a full member of the Executive Leadership Team
- Foster an inclusive workplace culture that values diverse perspectives and backgrounds, ensuring all employees feel valued and respected
- Act as trusted adviser to the Chief Executive, offering strategic thinking and playing a full role in the direction of Scouts, Provide financial support, advice and partnership to senior managers across the organisation
- Maintain trusted relationships with the Treasurer, Finance Audit and Risk Committee and Board of Trustees, providing clarity and assurance in line with best practice
- Build and maintain the long-term financial health of The Scout Association, taking the lead on financial strategy, appraising opportunities to maximise income and ensure value for money
- Provide leadership to support the development of a high-performing Finance team, focused on professional expertise, customer service and the delivery of high-quality operational output in line with best practice
- Ensure that financial regulations, policies, and procedures are regularly reviewed, in line with best practice, and subsequently monitored for compliance
- Oversee the development, implementation and maintenance of strong and efficient systems and controls to enable the charity to meet its legal and regulatory obligations relating to financial, payroll and taxation matters and to safeguard the charity's assets
- Oversee the preparation, audit and submission of The Scout Association's statutory accounts and other regulatory information as required in line with latest legislation
- Oversee the development and approval of the annual budgeting and financial forecasting processes, providing clear written budget papers to Finance Committee and Board for approval and on-going monitoring of delivery.
- Monitor the commercial effectiveness of The Scout Association's trading subsidiaries and commissioned services ensuring effective contribution to the financial bottom line
- Provide strategic leadership to the Legal team, managing the Head of Legal and ensuring the function has the tools, resources and expertise it needs to provide quality advice and ensure compliance with laws and regulations
- Provide leadership to the TSA process of managing, monitoring and closing insured and uninsured legal claims, ensuring relevant and cost-effective arrangements are in place with external lawyers and insurers
- Ensure the suite of insurance policies are sufficient to cover risks associated with the activities of TSA and, where applicable, the wider Scouts movement, demonstrating value for money and with clarity about where TSA continues to self-insure.
- Perform any other duties commensurate with these responsibilities, the band of the post and skills and qualifications of the post-holder

Person specification

Skills and abilities

Leadership

- Experience of leadership at a senior level, in an organisation of similar/larger scale and complexity
- Experience of bringing strategic input to the senior conversation, including wisdom, insight, data and evidence
- Experience of being a collegiate member of a senior leadership team and supporting cross-directorate business decisions
- Experience of working collaboratively in an organisation that runs on consensus and shared ownership
- Experience of streamlining working systems, including around digital working
- Ability to bring rigour, challenge and realism to the senior debate, and creating a culture of openness and transparency
- Ability to move easily between strategy and operational detail
- Well-developed people-management skills, with significant experience of successfully leading and motivating teams
- Proven ability to form good working relationships across a diverse workforce
- Significant experience of working with and reporting to Committees, Trustees and external stakeholders
- The vision and intellectual capability to understand Scouts and the environment it operates in, and shape and develop financial strategy and policies accordingly

Finance

- ACA/ACCA/CIMA or equivalent accounting qualification
- Successful track record of working as a senior Finance professional, leading a sizeable finance function in a large, complex organisation and operating as part of a senior management team
- Broad financial background across a range of contexts, including experience of external financial reporting, strategic planning, performance monitoring, treasury management, investments and taxation
- Commercial acumen
- Experience in an organisation with a high-performing financial team that delivers excellent performance

Legal and Insurance

- Experience of leading legal functions, or evidence of the ability to lead this function
- Experience of insurance matters relating to a charity of Scouts size and complexity

Person specification

Values and Personal Qualities

- High levels of technical and professional competence
- Positive and constructive, an excellent role model
- Proactive and independent-minded
- An advocate for difference and diversity who is credible with a range of internal and external audiences
- Resourceful, with an ability to use innovative thinking and seek out best practice and utilise these for the benefit of the organisation
- An inclusive and emotionally intelligent leader, who lives and leads in accordance with the values of Scouts
- Integrity – We act with integrity; we are honest, trustworthy and loyal
- Respect – We have self-respect and respect for others
- Care – We support others and take care of the world in which we live
- Belief – We explore our faiths, beliefs and attitudes
- Co-operation – We make a positive difference; we co-operate with others and make friends



Terms of appointment

Salary

The salary for this role is £120,000 per annum on a full-time permanent basis.

Location

Gilwell Park, Chingford, E4.
Minimum of 2 days a week at Gilwell Park; some weekend and evening work will be required

Annual leave

28 days holiday a year, plus bank holidays rising to 32 days after two years.
Four extra days to look after your family when they need you.
Three extra days over Christmas.

Pension

You'll be automatically enrolled into the Scouts Group Personal Pension Plan, contributing 3% of your qualifying earnings. Scouts will contribute double at 6% of your qualifying earnings on auto enrolment.

You can increase your contribution at any point and we'll double your contribution up to a maximum of 10% of your gross salary.



How to apply

We hope you will consider making an application. To make an application, please go to <https://starfishsearch.com/jobs/scouts-ed-finance/> 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 role is the right move for you and how you meet the knowledge and experience 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.

The Scouts is an equal opportunities employer and is committed to fostering an inclusive environment where everyone feels valued and empowered to contribute. We offer flexible working arrangements to support diverse needs and lifestyles, ensuring that our teams can thrive both professionally and personally. We welcome and encourage applicants from all walks of life, believing that varied perspectives strengthen our innovation and community. Your unique experiences and ideas are essential to our success, and we look forward to hearing from all voices.

Closing date: midnight on Monday 15th December 2025

Preliminary interviews: 15th-17th December

Final Panel interviews: Early January 2026

