Treasurer (Trustee) – One Can Trust

Help strengthen the future of a charity making a real difference across South Buckinghamshire

One Can Trust has grown from a cupboard of food in 2011 into a lifeline for thousands of people across High Wycombe and the surrounding area. Today, we support more than 400 clients every week and deliver a growing range of community-based services for people experiencing hardship.

As we enter our 2026–2029 strategic period, we are seeking a new Treasurer to join our Board of Trustees and help guide the charity through its next phase of development. This is an opportunity to use your financial skills and experience to support a cause that has a direct and lasting impact on local people. You'll be joining a committed and supportive Board, working closely with our CEO, Financial Administrator and Finance & Risk Committee to help ensure the charity remains financially strong, sustainable and able to achieve its ambitions.

For more information about One Can Trust and our 2026–2029 strategy, please visit: www.onecantrust.org.uk

What You'll Gain

- A meaningful leadership role in a respected local charity.
- The opportunity to help shape services that directly improve people's lives.
- A collaborative Board with a strong culture of trust, support and shared values.
- The chance to contribute your expertise while developing your own experience of charity governance.
- The satisfaction of helping ensure people in our community can access the support they need.

About the Role

The Treasurer plays a key role in helping the Board understand and oversee the charity's finances.

Working alongside fellow trustees, the CEO and staff team, you'll help ensure One Can Trust remains financially healthy, well governed and able to deliver its ambitious plans for the future. While all trustees share responsibility for the charity's governance, the Treasurer provides additional support, scrutiny and guidance on financial matters.

We're looking for someone who can combine sound financial oversight with a collaborative and supportive approach, helping colleagues develop confidence and understanding while ensuring good financial stewardship.

Key Responsibilities

Financial Oversight

- Help ensure the Board receives clear, timely and meaningful financial information.
- Support trustees to understand the charity's financial position, key risks and opportunities.
- Oversee the charity's reserves and bank accounts, helping ensure funds are managed appropriately and responsibly.
- Present financial information in a way that is accessible to trustees from a range of professional backgrounds.

Strategic Financial Leadership

- Advise the Board on the financial implications of strategic decisions, new initiatives and long-term plans.
- Contribute to discussions about organisational sustainability, growth and investment.
- Help ensure financial planning supports the charity's mission and strategic objectives.

Compliance and Reporting

- Lead on the preparation of the annual report and accounts in accordance with the Charity SORP.
- Work with colleagues and external advisers to ensure all regulatory filings and financial reporting requirements are met.
- Maintain effective relationships with independent examiners and other professional advisers.

Internal Controls and Risk

- Support the Board in maintaining appropriate financial controls and risk management processes.
- Help ensure financial governance remains proportionate, effective and aligned with Charity Commission guidance.
- Contribute to the ongoing development of systems and processes as the organisation continues to grow.

Budgeting and Financial Performance

- Work closely with the CEO to develop the annual budget.
- Monitor performance against budget and support the identification of corrective action where required.
- Provide regular financial updates and analysis to the Board.

Governance and Assurance

- Chair the Finance & Risk Committee.
- Play an active role in wider Board discussions and decision-making.
- Help provide assurance that the charity is managing its resources responsibly and effectively.

External Relationships

- Act as a point of contact, where appropriate, for banks, independent examiners and other financial stakeholders.
- Oversee relationships with external accounting providers and advisers.
- Support supplier review and selection processes when required.

Supporting the Wider Organisation

One Can Trust also owns a Community Interest Company, Open House Micklefield CIC, which operates Hills Café. A key part of the Treasurer role will be supporting greater consistency and alignment across the charity and its subsidiary, helping ensure high-quality, proportionate and effective financial oversight across the wider organisation.

What Kind of Person Are We Looking For?

We're looking for someone with recent and relevant financial experience, good judgement and the ability to explain financial matters clearly to people who do not come from a finance background.

You might be a qualified accountant, finance professional, financial controller, finance director or someone with equivalent experience of financial management and governance.

As One Can Trust has grown rapidly in recent years, we are keen to continue strengthening financial capability and confidence across the organisation. We're therefore looking for a Treasurer who enjoys working collaboratively, sharing expertise and helping others develop their understanding.

You'll be:

- Financially knowledgeable and strategically minded.
- Approachable, patient and supportive.
- Comfortable providing both challenge and encouragement.
- A strong communicator who can translate complex information into practical insights.
- Committed to the values and mission of One Can Trust.

Most importantly, we're looking for someone who combines strong financial skills with emotional intelligence, pragmatism and a genuine desire to help others succeed.

Time Commitment

The anticipated time commitment includes:

- Up to six Board meetings per year (approximately four hours every two months).
- Chairing the Finance & Risk Committee (currently around two hours per month including preparation and follow-up).
- Supporting the annual budgeting process.
- Contributing to the annual report and accounts.
- Monthly payroll approval.
- Providing occasional advice and guidance to the Chair, CEO and Financial Administrator between meetings.
- Supporting oversight of day-to-day financial operations and controls.

The charity employs a Financial Administrator who manages day-to-day financial processing and administration. The Treasurer's role is to provide oversight, guidance and support rather than carry out routine bookkeeping.

Overall, we estimate a commitment of around 25 days per year, although this may vary during busier periods such as year-end and budget setting. We recognise that trustees balance their Board responsibilities alongside other commitments, and much of the work can be undertaken flexibly.

How to Apply

If you would like to find out more about the role, we would be delighted to hear from you. For an informal conversation, or to apply with a CV and covering letter, please contact Kerri Byrne, Chair, at kerri.byrne@onecantrust.org.uk