Person specification

NON-EXECUTIVE DIRECTOR

(Finance)

	ESSENTIAL	DESIRABLE
EDUCATION	• Qualified accountant (ACA, ACCA, CIMA) or equivalent professional finance qualification.	• Fellow of a recognised accountancy body (e.g., FCA, FCCA, FCMA). • MBA or relevant postgraduate qualification in finance or business.
KNOWLEDGE	• An understanding of board level financial accountability in a commercially minded private, public, or third sector organisation. • Understanding of financial governance, including statutory reporting, audit, and internal controls. • Strong grasp of cashflow management, budgeting, and financial forecasting in a growing business.	• Knowledge of charity finance, including the Charities SORP reporting framework and Charity Commission requirements. • Understanding of the financial dynamics of professional services or consultancy businesses. • Familiarity with banking relationships, overdraft facilities, invoice discounting, and working capital management.
SKILLS / ABILITIES	• Board level leadership and decision making. • Ability to interpret and challenge financial information, forecasts, and assumptions. • Chairing committees, including agenda setting and forward work programme development. • Clear communication of complex financial matters to non-finance board members. • Collaborative working across a range of stakeholders.	• Executive mentoring and coaching, particularly of finance teams or finance directors. • Scenario modelling and financial risk assessment.
EXPERIENCE	• Experience working as a Finance Director in a similar organisation (small-medium sized business or commercial consultancy). • Experience as a Non-Executive Director in a commercial organisation. • Chairing or sitting on a Finance, Audit, or Risk Committee at board level. • Oversight of annual budgets, management accounts, and year end reporting processes. • Financial planning in organisations experiencing growth, change, or restructuring. • Working with external auditors and advising boards on audit findings and recommendations.	• Experience of charity trading subsidiaries or organisations with complex shareholder/parent relationships. • Project level profitability analysis and commercial management of contracts. • Experience of implementing or improving financial systems, reporting tools, or management information. • Oversight of banking covenant compliance or negotiation of credit facilities.