



# *THE3MILLION IS RECRUITING A NON-EXECUTIVE FINANCE DIRECTOR FOR ITS BOARD*

the3million is currently seeking a new finance director to strengthen its board and support the work of this passionate organisation as the next few years will bring enormous challenges. It is an exciting time to join us. This position is unpaid.

## **About the3million**

the3million is the leading organisation representing EU citizens in the UK. Our work ranges from monitoring the implementation of the Withdrawal Agreement implementation, advocating for the integration of EU citizens through a pathway to citizenship, informing people of their rights, and giving EU citizens a voice in British society to change the narrative on migration. The Young Europeans Network is our youth wing, providing a platform to a group usually overlooked.

We are a grassroots and non-partisan organisation, working with a variety of stakeholders, from MPs to trade unions, NGOs and the media on specific issues affecting our citizens' rights.

More information can be found on our website [www.the3million.org.uk](http://www.the3million.org.uk)

## **About the director role**

You will join a small board of committed professionals passionate about helping EU citizens in the UK at this difficult time. All directors work closely with our very dedicated staff team.

We are specifically looking for a finance director with a proven experience in charity accounting and financial strategy and governance.

As a the3million director, you'll play a vital role in keeping the organisation on track with its objectives. You will apply your professional experience towards shaping our strategy on fundraising, governance, campaigning and other areas of work.

## The main purpose of the role:

As directors at the3million, we are volunteers with a specific responsibility to:

- Ensure the aims and objectives of the3million are being met from an accounting, financial and compliance perspective;
- Act in the best interest of the organisation;
- Manage responsibility for what we have (our people, our money etc);
- Act with reasonable care and skill.

## What you will gain:

- An insight into how the organisation runs,
- A sense of pride when hearing about the difference our campaigning and organising effort make and that you have had a role in preserving the rights of EU citizens in the UK,
- Confidence in building relationships with a wide range of people,
- An opportunity to use your skills, knowledge and experience to the benefit of the organisation.

Being a director is a voluntary role and is not paid, but expenses including for travel are reimbursed.

## Director Person Specification

### Key skills

- Knowledge of and ability to carry out the core responsibilities of being a director
- Able to think about the 'bigger picture' and longer term as well as think about the 'here and now' (being strategic versus being operational)
- Act as an ambassador for the3million, promoting our work to friends and colleagues
- Able to comment, challenge or question in a way that is helpful, supportive and constructive
- Be timely and clear in your communication on and around meetings or projects

### Qualification and experience

You will have:

- A strong financial background and experience, having managed the accounts of an organisation

- Experience of operating within a not-for-profit organisation with a range of revenue streams would be beneficial
- Experience of volunteering/working in the voluntary sector
- Membership of one of the CCAB accounting bodies (ICAEW, ACCA, CIPFA, ICAS or Chartered Accountants Ireland)
- Experience of working in senior teams, preferably at board level
- Experience working in the field of immigration would be an advantage
- The skills to analyse proposals and examine their financial consequences
- Ability to present financial information in an accessible manner to the directors
- Ability to advise trustees on their financial responsibilities
- Interpersonal skills to work supportively with staff, if/when required

### **Personal attributes**

- Integrity and honesty
- Proactive
- A demonstrable commitment to the3million's aims and values
- Team player, flexible and adaptable

### **Time commitment**

- A monthly 90-minute evening board meeting (online);
- One to two away-days per year (in-person);
- A monthly 1 hour finance sub-committee meetings (online);
- Follow up to meetings – reading and commenting on minutes, carrying out any agreed actions.

### **Restrictions**

- Over 18
- Not bankrupt
- Subject to satisfactory DBS check and references
- Not excluded by Companies House or Charity Commission
- Conflicts of interest that would be so significant as to undermine the role in general, such as being a member of a group that discriminated against people based on gender ethnicity or nationality.

## Next steps

You've read the pack, and you:

1. Feel inspired by the work of the3million
2. Have read the role description and person specification and feel you could make a good director.

It's time to apply with a short CV and a statement explaining why you are the person to be the3million next director.

Please apply on the3million's Charity Job page:

<https://www.charityjob.co.uk/recruiter/the3million/39358>

Please note we will invite candidates to interviews as and when suitable candidates apply for the position so don't delay your application as the position may be filled before the application deadline.

All applications will be reviewed against the role description and person specification by a small team of directors and the CEO.

Everyone will be contacted by email or phone with regards to the success of your application at this stage and you'll have the opportunity to get feedback if you are not successful.

If you have been shortlisted, you'll be invited for a one-hour interview with a director, the CEO and the Finance Manager.

If you have any question, please contact us at [info@the3million.org.uk](mailto:info@the3million.org.uk)