

## Branch Treasurer

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“Whether you want to get involved in caring, fundraising, awareness raising or campaigning, you won’t fail to be uplifted by this community. And you will soon find yourself making a difference, even if it’s just in small steps. Every step is pushing us towards better care and the ultimate goal, a cure.” David, volunteer

### What’s involved?

- Maintain up-to-date accounting records
- Prepare accounts and financial statements for our national office and the Branch Management Committee on a quarterly basis
- Budget for the use of the branch’s financial resources in consultation with the Branch Management Committee and act as one of the bank signatories to the branch account

### This role will suit me if I:

- Have good numerical and analytical skills
- Am able to set-up and maintain accurate financial records
- Am able to follow accounting, auditing and control procedures
- Am able to present and explain financial information clearly
- Have reasonable computer skills and access to a computer



### What’s in it for me?

- Become part of a friendly and dedicated team
- Make a positive impact to the lives of people affected by MND
- Get access to a range of learning opportunities

### What sort of training/induction will I receive before starting?

You’ll be inducted into the role and informed about the Association. As part of this, you will receive e-learning, face-to-face training and mentoring. The training programme will also include experiential and reflective learning.

### What’s the next step?

Get further information by emailing [volunteering@mndassociation.org](mailto:volunteering@mndassociation.org) or call us on 01604 611681  
We encourage and welcome applications from all backgrounds and all communities