

## Volunteer Fundraising Group Treasurer

**Remuneration:** This volunteer role is not accompanied by any financial remuneration, although travel expenses may be claimed.

**Reports to:** Elected Chair of the Kidscan Community Group

**Location:** Salford, Manchester

The Kidscan Community Fundraising Group will aim to unite your community in order to raise funds and awareness for research into new and improved treatments for children with cancer.

Community Fundraising groups will work collaboratively to plan and deliver engaging fundraising events, utilising their networks to achieve a target annual income of £10,000.

As a member you will contribute to the success of the Kidscan Community Fundraising Group by:

- Planning and delivering key fundraising events, ensuring fundraising activities are cost-effective, ethical and all fundraising guidelines are followed
- Actively engaging in advocacy and networking to promote Kidscan Children's Cancer Research whilst educating the public about childhood cancer research and the issues surrounding current treatments
- Working with our dedicated Community Fundraising Manager to identify prospective partners and work to develop effective relationships

In your role as Treasurer, you will also be responsible for the following:

- Banking all the money raised and collected by the group
- Keeping records of what is banked and letting Kidscan know of all banking activity
- Giving updates on the group's fundraising and finances at group meetings
- Supporting the Group Chairperson and Secretary in ensuring the group's aims are met
- Representing Kidscan in the local community
- Being familiar with Kidscan work and understanding our research
- Supporting the Group to develop relevant, engaging, fundraising events in your area

### Person Specification

- Experience of working as part of a committee or within a team
- We are looking for those with experience of fundraising or volunteering
- The right candidate will come from a business, charity or finance background

### You will demonstrate:

- A passion for the mission of Kidscan Children's Cancer Research
- Strong communication skills
- Ability to utilise your professional networks to engage new supporters
- Knowledge of bookkeeping and financial management
- Good financial analysis skills.

### Time Commitment

Each member of the group will be expected to commit a minimum of 2-4 hours per month which may increase depending on any fundraising activities established. The group will be expected to meet at least 6 times per year in person or via conference call and all members will be expected to

actively participate in meetings contributing to the discussion and sharing ideas, contacts and networks.