



NEW YEAR, NEW ROLE?

JOIN GROW CARDIFF AS OUR NEW TREASURER

Grow Cardiff is a grassroots charity creating life-changing community gardens across the city. As we expand our reach, we're looking for a new Treasurer to guide our financial health and governance as a key member of our board of eight trustees.

The Role

As Treasurer, you'll provide strategic oversight and financial stewardship to ensure our small but growing organisation stays resilient and impactful. You'll work closely with our Director, Chair, and Admin & Finance Officer, supporting everything from budget setting to risk management and audit preparation. You'll also play a key role in demystifying financial matters for our Board.

Core Responsibilities

- Monitor and report on the charity's financial health.
- Oversee internal accounts, annual statements, and financial controls.
- Help develop financial policies on reserves, budgeting, and risk.
- Advise on financial implications of strategic plans.
- Liaise with external accountants and auditors.
- Support board learning and decision-making with accessible financial insight.
- Work collaboratively on systems like Xero

Who We're Looking For

We're after a finance professional (active or recently retired) with:

- Commercial or SME finance experience (charity finance a bonus).
- Strategic thinking and risk management skills.
- An ability to communicate financial info clearly to non-specialists.
- A willingness to be hands-on and collaborative.

We welcome candidates from all backgrounds and will provide a full induction.

Your Commitment

- Board meetings: every 8 weeks (currently first Wed of the month, held in the Dusty Forge community centre, Ely).
- Monthly check-ins with the Director (remote possible).
- 1–2 half day away days per year with the board
- Estimated time: 4–6 hours/month.

Why Join Us?

You'll shape the future of a dynamic, community-focused charity making a real and lasting difference to people's lives in Cardiff. We're warm, committed, and value diverse perspectives. This is a chance to use your skills for public good—and learn a lot along the way.

Next Steps

For an informal chat, contact Isla Horton (Director) at isla@growcardiff.org or 07403 583705. More about us: www.growcardiff.org Thank you 😊