



# Candidate Brief

## ELATT Board of Trustees: Treasurer

### Introduction

Are you strategically-minded, adaptable and supportive? Do you have an interest or experience in technology, education or charity? ELATT is a community created by students who take the lead with their future. We have a big personality, but we're big on being the best we can be too (and we're award winning!)

### About ELATT

At ELATT we think everyone should have the chance to learn new skills. So whoever you are, whatever your age and wherever you're from, we're here to help you take your future further. At ELATT we offer free training and skills within the local London community. Choose from full, part-time or evening courses and change your future with us.

Our highest priority is the focus on employment throughout your learning, giving you the tools and support to reach your career goals: whether that's joining a new industry after up-skilling on one of our digital courses, returning to work or starting your career from scratch.

Our tutors and student support staff are outstanding: year on year our pass rate and job success results get even better. What's more, we were awarded Grade 1 (Outstanding) in our most recent Ofsted Inspection (January 2015). In 2016 we exceeded all expectations by winning three awards at the TES Further Education Awards 2016, including Employer Engagement of the Year; Training Provider of the Year; and the most prestigious prize, Overall Provider of the Year.

Fundamentally, our students graduate thinking differently about themselves and their future. Join our learning community today.



## About the Board of Trustees: Treasurer

Our Treasurer of four years standing is stepping down and we are looking for new candidates to fill the role. As Treasurer you will need the following skills:

- Professional accounting, finance or similar qualification
- Good understanding of financial management and reporting
- Experience in establishing or setting out strategic goals in a business setting

You will need to be strategically minded, focused on seeing the bigger picture, and passionate about creating opportunities for communities in London and beyond. Local knowledge is a real advantage. Apply today and participate in an enriching experience which directly impacts on improving the lives of some of the most disadvantaged communities in London.

## Time Commitment

We expect the following commitment from our Treasurer:

- ▶ Attendance at quarterly Board meetings, usually the last Thursday of the month in January, April, July and October (6.30 – 8.30 p.m.)
- ▶ Chairing the quarterly Finance & Facilities Committee meeting
- ▶ Attendance at an annual Away Day, usually a Saturday morning in July
- ▶ Attendance at the annual Remuneration Committee in December
- ▶ Participate in trustee dinners and other social events

Meetings take place at our centre at 260-264 Kingsland Road, London E8.

## Further Information

If you would like to have an informal conversation before submitting your application, please contact Anthony Harmer, Chief Executive on 0207 275 6750 or email:

[anthony@elatt.org.uk](mailto:anthony@elatt.org.uk).

## To apply

Please send your CV to [anthony@elatt.org.uk](mailto:anthony@elatt.org.uk) with a supporting statement explaining how you feel your skills can add value to our charity and what you hope to gain through becoming a trustee at ELATT.