The GroundSwell Project (GSP) is a small charity now in its 8th year, developing evidence base practice to create cultural and social change in death, dying and grief in Australia.

Is for a society in which everyone knows what to do when someone is dying, caring or grieving.

To improve Australia’s Death Literacy.

To mobilise and catalyse communities across Australia to re-activate community capacity to care and serve their living and their dying through the end of life process, demonstrating positive social and economic impacts through our engagement and practice.

Delivering death literacy education and a national public health campaign Dying to Know Day which equips local leaders to grow their communities capacity to be of care and service to each other in living and in dying.

Piloting in 11 communities across Australia, involving professional service providers that help us to die well. We create Compassionate Communities with people that want to re-mobilise the collective strengths, wisdom and character of their communities.

Leading a world-first research and evidence based practice that is defining and measuring death literacy. Our Death Literacy Index will be available in 2020.

Read about the impact of our work in our latest annual report

The GSP Treasurer is a voluntary position. As Treasurer, you will provide oversight of our financial management. We are currently recruiting a part-time CFO to report to this role and your responsibility will be to support the CFO to develop financial management systems.
The Treasurer role includes:

**Financial Oversight**
- Guide Board members to help them understand their financial obligations and the financial reports they receive.
- Oversee GSP’s compliance with legal obligations related to financial matters.
- Exercise delegation of authority and expenditure as determined by the Board.

**Financial Reporting**
- Ensure that financial record keeping meets Australian Accounting Standards and provides financial reports that will inform Board decisions.
- Provide oversight of annual budget development, advising the Board on financial strategy.
- Oversee the provision of regular financial reports on year-to-date income and expenditure against budget with analysis of actual financial performance against predicted financial performance.
- Ensure that an audit of the accounts is prepared each year and that the accounts of the organisation, showing the financial position at the end of the preceding financial year, are submitted to members at the Annual General Meeting.

**Cash Management**
- Monitor fund balances, main sources of income, main areas of expenditure, amounts owed.
- Ensure funds are available to cover cash flow requirements.
- Ensure the financial requirements of funding bodies and other contractual obligations are met.

**Governance**
- Provide oversight of financial management policies and procedures.
- Review internal processes and reporting methods for financial management, minimum annually.
- Ensure GSP has appropriate policies and procedures to protect against fraud and theft.
- Identify and bring to the attention of the Board any areas of financial risk.

**LEVEL OF COMMITMENT**
Term: 3 years with review 6 months in and 6 months prior to end of term.
- Maximum of 2 consecutive terms

The GSP board meets 8 times a year.
You will meet with the CFO prior to each board meeting.
We ask that you agree to attend:
- 80% board meetings as a minimum. We meet every 6 weeks via zoom for 2 hrs. Meetings are held during business hours often 3:30 – 5:30pm.
- Mid-year board review (1 full day)
- 2 x GroundSwell events annually
- 1 x annual retreat (overnight, dates TBA in November/December)

Director expenses are reimbursed as appropriate.
SKILLS AND ATTRIBUTES
- An alignment with GSP’s values and commitment to our vision and mission.
- The availability and commitment to participate in Board and 1:1 meetings with the CFO.
- Willingness to utilise networks to progress GSP’s mission.
- A collaborative work style.
- Strong finance experience with CPA or CA qualifications.

Not essential but desirable are:
- Previous experience on a not-for-profit board.
- Governance qualifications (AICD, Governance Institute).

Interested? We’d love to hear from you!

To arrange an initial confidential conversation, please email your CV and a brief outline of why you are interested in being appointed as GroundSwell’s Treasurer to the Chair of the Board Melanie Grebilo at melanie’at’impactinvestmentsummit.com. Closing Date for Expressions of Interest: 14th February 2019