**SSAFA Merseyside Branch Treasurer**

£4493pa gross for 12 hours per week

Fixed term for 1 year

**SSAFA – the Armed Forces charity** is a national charity supporting those who serve in our Armed Forces, those who have served and the families of both. SSAFA Merseyside is a busy Branch, assisting in excess of 550 clients in 2015.

The Branch seeks a Treasurer to work 12 hours per week, based at the SSAFA office in Liverpool, although much of the work can be done from home. Some travel to outlying offices will be required.

Responsible to the Branch Chairman, working closely with the Branch Secretary and the Finance Department at SSAFA Central Office, the successful applicant will manage and account for all funds held by and moving through the Branch bank accounts.

The post holder will demonstrate a high degree of numeracy (some experience of financial management processes being desirable), will be a competent computer user, committed to data protection and confidentiality requirements and be able to work in partnership as part of a team. An armed forces background is not required, however, commitment to the values of SSAFA is vital.

To apply, please send your CV and a covering letter explaining how you meet the specification above to: volunteer.support@ssafa.org.uk

Applications close: 5.00pm 23 August 2016

Interviews will be held at the Branch Office during week commencing 29 August 2016 at: Alexandra Court, Alexandra Drive, Liverpool, L17 8YE