



Board Treasurer (Voluntary)

SUCCESS WORKS PARTNERS INC

Success Works supports women affected by the criminal justice system to gain and maintain employment. Incorporated in April 2022 it is a not-for-profit organisation operated by employed staff and a volunteer Board.

OUR OBJECTIVES

- To break down barriers to employment for women affected by the criminal justice system
- To build confidence and skills for women post-release and for those serving a sentence in the community, to apply for suitable jobs
- To work with employers to develop employment opportunities
- To reduce re-offending rates for women in NSW

OUR PURPOSE

We support women in achieving self-sufficiency and financial independence. We aim to support women returning to the community after a period of imprisonment or who have community orders in place to become work ready and matched with partner employers.

OUR APPROACH

Clients are referred to Success Works from agencies such as employment service providers, health services, women's refuges, rehabilitation services, indigenous services, corrective services, and refugee services.

THE BOARD

The Board is responsible for the sound governance of Success Works Partners Inc. The Board is responsible for ensuring that our organisation meets all legal requirements and remains accountable to its donors and other stakeholders, including all levels of Government. Final decisions on important issues must always pass by the Board. It is up to the Board to ensure appropriate organisational structures are in place to implement the organisation's mission effectively and efficiently.



THE ROLE

Success Works seeks a Treasurer to oversight the organisation's finances. The person serving as a Treasurer must have sound experience in financial reporting and compliance and risk oversight. Experience in governance and strategic leadership, preferably within the not-for-profit sector, is an advantage.

The Success Works Treasurer sits as the Chair of the Finance and Risk Committee, which includes the Chair of the Board, the CEO and the Finance Manager.

The Treasurer's responsibilities include:

- ensure compliance and financial reporting obligations are met
- prepare for and Chair monthly Finance committee meeting with finance manager, CEO and Board chair
- Report regularly to the Board on the organisation's financial position and performance
- co-authorise the annual audit / financial report
- recommend the annual audited finance report to the membership at the AGM
- prepare and submit the Annual Information Statement (AIS) to the ACNC
- co-signatory for Success Works funding and performance agreements as required (with the CEO)
- sign contracts as required on behalf of the Board
- review the budget with the CEO before recommending it to the Board
- may be required to co-authorise cheques or EFTs on behalf of the organisation

For more information or to submit an application please contact:

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