****

**Head Of Finance**

Hours : 22.5 hours per week

Contract : Permanent

Base: Ipswich

Salary £40,000 - £42,000 per annum (FTE)

***Community Action Suffolk is a leading charity in Suffolk and are seeking an experienced and skilled finance professional, to join as the Head of Finance. The Head of Finance will lead the day to day operational function of the finance team and provide strategic support to the senior management team and trustees. The role will directly report to the Chief Executive. This is a great opportunity for an individual looking to further develop their career.***

**About you:**

You will be a qualified accountant who has worked at senior finance level with drive and enthusiasm to further develop and implement effective finance systems and processes. You will have a crucial role in continuing the success of the organisation and be able to prepare high quality reliable and timely management information to the Executive and Board of Trustees. Ideally you will have a good understanding of charity accounting and regulation as well as compliance and governance within charitable organisations. You will have strong leadership skills to motivate and develop the small final finance team, helping individuals to fulfil their potential.

We are happy to be flexible about the spread of the hours across the week, and for there to be some flexibility that would allow for some home working in line with our blended working policy, although the main place of work would still be our office base in Ipswich.

We are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or on commencement of post.

If you wish to understand more about the role please contact Christine Abraham, Chief Executive on 01473 345302.

To download an application pack visit <http://www.communityactionsuffolk.org.uk/vacancies/>

Or contact Louise Bradshaw louise.bradshaw@communityactionsuffolk.org.uk

Closing date: 9.00am Monday 27th September 2021.

Interviews: Thursday 30th September 2021