

Trustee (Treasurer)

February 2026 | Chronic Granulomatous Disorder (CGD) Society

Role type: Voluntary.
Trustee term: Three years, with maximum of three terms.
Work expectations: 1-2 hours per week.
Working location: Remote.

We aim to host one in-person board meeting each year, for which reasonable travel to/from will be reimbursed by the Society.

Introduction

Founded in 1991, the CGD Society has spent over 30 years supporting individuals and families affected by chronic granulomatous disorder, a life-limiting and life-threatening genetic condition. In this time, we have provided direct financial support to help those affected work their way through the health system, founded and continue to fund a dedicated clinical nursing service in partnership with Great Ormond Street Hospital, and facilitated years of medical research into treatments. We also founded the ***Jeans for Genes Campaign***, a national fundraising event that has raised over £45 million for the genetic disorder community and which in 2025 celebrated its 30th anniversary.

We are now seeking an experienced accountant or finance manager to join our organisation as a trustee and serve as our Treasurer. This role will give you great exposure to how charities function at a board level and how directors provide oversight to the organisation's finances. This role is very suitable for both first-time and experienced trustees, and our current staff and board are very happy to guide you through the board dynamics.

Financial oversight is the responsibility of the whole board, not just the Treasurer, so you will have a lot of support from our Executive Director, trustees, and the Chair of the Board, who was our previous Treasurer. We also contract an external firm of accountants to cover our monthly payroll and the end of year accounts preparation, who you will work closely with.

About the role

What you will do:

- Oversee our financial governance and compliance.
- Prepare and present our quarterly management accounts.
- Support on the completion of our statutory accounts and annual report.
- Organise our budget and business planning procedures.
- Engage with overall governance of the charity as a valued member of the trustee board.

What will be expected of you:

- Attend our virtual board meetings, currently on a weekday evening six times a year.
- Co-chair the *Governance & Finance* subcommittee of the board with our Secretary.
- Support our staff on financial matters, average about 1-2 hours each week.

About you

What we are looking for:

- A background in accounting or financial management.
- Ability to explain financial matters to non-financial stakeholders.
- Desirably, a recognised accountancy qualification (e.g. AAT, ACCA, CIMA).

Why do we ask for these things?

We are a small charity with only a few staff and a handful of volunteers, as such we need someone who can pick up the financial administration of the charity with minimal supervision. For example, when preparing the quarterly accounts, we need someone who will be able to spot when an accrual or prepayment is required, rather than being told to look for it.

Application process

If this position interests you then please get in touch with Josh Stevens, Chair of the Board, by email at josh.stevens@cgd-society.org, providing:

- Your CV.
- A brief statement in your email explaining:
 - Why you are interested in becoming a trustee; and,
 - A brief description of your experience in accounting or finance and how this will help you with this position.

If you have any questions about the role then please contact Josh Stevens using the email address above at the earlier opportunity.