

About Us

Eastbourne Foodbank is a charity working to prevent and alleviate poverty. Our aim is to see the end of large scale foodbanks because they are no longer required. We live out our core values of dignity, justice, community and compassion through all we do.

Key tasks

Chair the finance sub-committee.

Ensure the trustee board fulfils its responsibilities.

Ensure the foodbank has proper systems for budgeting, financial control, insurance and reporting.

Inform the trustee board members of the finances of the foodbank and overseeing all written reports submitted to the board, ensuring the board has a clear picture of the foodbank's financial status.

Ensure that financial reports are:

- comprehensible and properly discussed at trustee board meetings;
- provided in the proper format and at the proper time, as required by the Charity Commission of England and Wales;
- presented on an annual basis at the annual general meeting (AGM).

Have properly appointed auditors or independent examiners (on income over £25k)

Work in conjunction with the CEO and Chair of the people sub-committee to undertake an annual review of salaries

Regularly review the nominated financial investments

Ensure the finance officer receives appropriate development and mentoring to meet professional standards

Objects of the foodbank

To ensure the trustee board develops long-term strategy for the foodbank with clear objectives which can be monitored and adapted.

Other responsibilities, to be carried out along with the board of trustees, include:

- To work alongside the trustee board to ensure the organisation's financial dealings are systematically accounted for and on time, independently examined (on income over £25k) and made publicly available when necessary.
- Ensuring the foodbank has appropriate procedures to comply with current legislation and good practice, including employment, health and safety, equal opportunities, safeguarding and GDPR compliance/data protection etc.
- Ensuring the foodbank is accountable and actively complying with statutory reporting requirements and the law.
- Ensuring appropriate financial plans are in place for future budget allocations as well as looking after contractual agreements with external partners that award money for core costs and additional projects.
- Promoting the organisation to a wide audience of potential funders, beneficiaries, and the wider community.

What difference will you make?

By leading on the financial matters of the food bank operation, you will ensure the financial viability of the foodbank, enabling it to provide vital support and change people's lives in your local community.