**County Business and Finance Chair Role Description**

**Overall**

* Lead the Business and Finance Subgroup
* Ensure all operating and financial practices are adhered to and regularly reviewed.
* Liaise with Trustees on Trustee responsibility.
* Ensure all key milestones are met throughout.

**Specific responsibilities**

* Provide reports to County Executive meetings to ensure regular updates are provided.
* Liaise with relevant staff, committee members and/or volunteers to ensure all financial matters are in line with regulatory requirements.
* Lead the County Business and Finance team.
* Actively seek opportunities to improve financial knowledge across the County.
* Provide advice and guidance to local leaders about financial matters.
* Ensure the County risk log is maintained and reported to Executive.
* Ensure all contracts/suppliers are delivering value to the County.

**Qualities**

* Knowledge and experience of finance operating practices relevant to voluntary and community organisations.
* Understanding of guidance around the Charity Commission (desirable)
* Good leadership skills
* Ability to communicate clearly.
* Understand the role of a Trustee.
* Good understanding of Girlguiding structure and policies
* Ability to challenge and make recommendations to Trustees.