



GISF Board Treasurer

Role Title: Non-Executive Director (Treasurer)

Organisation: Global Interagency Security Forum (GISF)

Reporting to: Chair of the Board

Location: Remote with periodic travel (one in-person meeting per year)

Remuneration: Voluntary (reasonable travel expenses covered)

Term: 3 years, renewable once

About GISF

The Global Interagency Security Forum (GISF) is a leading global membership organisation dedicated to strengthening NGO security risk management and enabling humanitarian and development organisations to safely reach people in need. With a network of 150+ member organisations worldwide, GISF provides thought leadership, capacity-strengthening, research, and peer exchange on security risk management.

GISF is an independent not-for-profit *Community Interest Company (CIC)* registered in England, with teams based in London. This is an exciting period of consolidation, and the Treasurer will play a critical role in ensuring financial robustness, transparency, and good governance.

About the role

The Treasurer serves as the Board lead on financial oversight, ensuring that GISF maintains strong financial management, meets all statutory requirements, and has the financial strategy and controls needed to deliver its mission sustainably. As a Non-Executive Director, the Treasurer also contributes to the overall strategic direction and governance of the organisation.

Key responsibilities

All GISF Non-Executive Directors share responsibility for:

- Ensuring GISF complies with its governing documents, CIC regulations, and relevant legal and regulatory obligations.
- Upholding the organisation's fiduciary duties and promoting the highest standards of governance and integrity.
- Contributing to clear strategic direction, organisational development, and long-term sustainability.
- Acting in the best interests of GISF, its members, and the communities our members serve.
- Supporting and constructively challenging the Executive Director and Senior Leadership Team.

- Representing GISF externally when appropriate.
- Attending and contributing to quarterly Board meetings (one in-person, three virtual/hybrid).

Treasurer-specific responsibilities

The Treasurer provides leadership and oversight on all financial matters, including:

Financial Oversight & Reporting

- Monitor the financial health of GISF, including cashflow, reserves, income streams, and expenditure patterns.
- Provide clear, timely reports and recommendations to the Board on financial performance, risks, and opportunities.
- Ensure financial information supports sound decision-making and long-term sustainability.

Governance, Compliance & Assurance

- Oversee financial risk-management processes and ensure appropriate internal controls are in place.
- Ensure annual statutory accounts are prepared, reviewed, and submitted to relevant regulators (e.g., CIC Regulator, Companies House) on time.
- Liaise with auditors or independent examiners and ensure high standards of financial stewardship.

Collaboration with GISF Staff

- Work closely with the Finance Manager and Executive Director on budgeting, forecasting, and internal financial processes.
- Support the development of annual budgets and multi-year financial planning.
- Provide informed advice on funding diversification, reserves management, and financial sustainability strategies.

Financial Stewardship & Approvals

- Act as a counter-signatory for financial transactions, grant applications, or funding agreements where required.
- Ensure investment and banking arrangements align with GISF's mission, values, and legal obligations.

Person specifications

Essential

- Senior-level experience in finance, accounting, audit, or organisational financial management.
- Understanding of governance, fiduciary duties, and the responsibilities of a Non-Executive Director.
- Ability to interpret financial statements, assess financial risks, and provide clear strategic guidance.
- Strong integrity, independence of thought, and commitment to transparent decision-making.
- Experience in a UK governance or regulatory environment (e.g. CIC, charity, company).

- Ability to communicate complex financial matters clearly to a non-financial audience.
- Commitment to GISF's mission and values.

Desirable

- Experience in the humanitarian, development, or broader non-profit sector.
- Familiarity with NGO funding models and donor landscapes.
- Understanding of NGO security risk management or operational risk contexts.
- International experience and/or strong networks within the aid sector.
- Strong judgment and sensitivity when handling difficult subject matters
- Ability to build trust with partners and beneficiaries
- Commitment to high-quality delivery and collaborative working style

Time Commitment

- Four Board meetings per year (one in person).
- Additional time for financial oversight, liaison with the Finance Manager/SLT, and participation in relevant sub-committees.
- Approx. 6–8 hours per month on average.

How to express interest

Please submit to the Executive Director (Jon Novakovic) and GISF CIC Chair (Jim Arbogast):

- A **letter of interest**, and
- A **current CV**

via jon@gisf.ngo.

Suitable candidates will be invited to an informal conversation with the Board Chair and Executive Director.