

# Gingerbread\*

**Fighting to create a world where all  
single parents and their children thrive**

## Treasurer

Gingerbread, the charity for single-parent families, is registered in England and Wales as a company limited by guarantee, no. 402748, and a registered charity, no. 230750





# Welcome



**Sarah Pinch**  
Chair, Gingerbread

**Thank you for your interest in joining the Gingerbread team. This is an exciting opportunity to join a passionate and inclusive organisation making a real difference to single-parent families across England and Wales.**

This pack will tell you more about our charity. It includes details of the Treasurer role, how to submit your application and some background information about our history and the work we're doing today.

Gingerbread is the charity for single parents. We challenge discrimination, and campaign against the inequalities single parents face. We support single parents by providing them with information and we build connections – providing a support network so that no single parent is ever alone.

There are over 2 million single parents in England and Wales. Although the majority of them are working, they're twice as likely to live in poverty as couple parents. And too many single parents experience loneliness, worry and the impact of negative stereotypes in the media and wider society. Gingerbread is leading the fight to create a society where all single parents and their children can thrive. We hope you'll consider joining us.

We'd be delighted to discuss this role with you, so please get in touch by emailing [trusteeworks@reachvolunteering.org.uk](mailto:trusteeworks@reachvolunteering.org.uk) if you'd like any more information. We look forward to hearing from you.



# What Gingerbread does

**Gingerbread has supported and championed single parents since 1918. Originally called the National Council for the Unmarried Mother and her Child, we've worked for over 100 years to make sure that single parents are not forgotten.**

Our campaigns have led to changes in the law. We've influenced the government and challenged stigma and stereotypes. Our information helps tens of thousands of single parents every year.

Through our policy work, we ensure that our members' concerns and experiences are taken to the heart of Westminster and our in-person and online communities can be found across England and Wales, providing support and friendship to thousands of single parents and their children.

In 2022, we launched our latest strategy with a focus on improving the financial situation and the mental health and wellbeing of single parents.

Our annual accounts are available via the Charity Commission.



## **Our vision**

Our vision is of a world where all single parents and their children can thrive



## **Our mission**

We stand with and support single parents to overcome disadvantage, inequality and injustice



## **Our values**

We are brave, trustworthy, supportive and ambitious



# Working with Gingerbread



## Where we work

Our work spans England and Wales.

Our office is based near London Bridge at 82 Tanner Street, London SE1 3GN. Our Board meetings are a mixture of online meetings and in person.

## Commitment

Trustees generally meet for full Board meetings a minimum of five times a year. Each of these meetings is two hours long.



Trustees would need to allow for preparation time ahead of these meetings. To ensure enough time is allowed, the Senior Management Team shares papers one week in advance. We estimate there would be 2 hours of work a month outside of Board meetings.

In addition to these Board meetings, there are typically two Board strategy days a year; these are either full or half-day meetings looking at a strategic aim of the organisation.

## Equal opportunities

We strongly encourage applicants from all backgrounds to apply, including underrepresented communities and single parents.



To help us assess the effectiveness of our recruitment process, please complete a diversity and equality questionnaire [via MS Forms](#). Your responses are completely anonymous, stored confidentially by our HR team and will not be shared with the selection panel.



# What does it mean to be Treasurer for Gingerbread

**Our Board combines their skills and experience to provide stewardship to Gingerbread and its staff.**

The role of Treasurer is to enable the board to maintain an overview of Gingerbread's affairs, ensure its financial viability and ensure that proper financial records and procedures are maintained.

**In addition to the general responsibilities of a Trustee, the duties of the Treasurer include:**

- Overseeing the presentation and approval of budgets, accounts and financial statements.
- Ensuring that the board is fully aware of the financial resources of the organisation, both present and future, and that the charity is not trading insolvently or failing to meet its obligations as a going concern
- Ensuring that the charity has an appropriate reserves policy.
- Preparing and presenting financial reports to the board.
- Ensuring that appropriate accounting procedures and controls are in place.
- Liaising with the Chief Executive and other paid staff and volunteers they nominate about financial matters.
- Advising on the financial implications of the organisation's strategic plans.
- Ensuring that the charity has an appropriate investment policy.
- Ensuring that there is no conflict between any investment held and the aims and objects of the charity.
- Monitoring the organisation's investment activity and ensuring it is consistent with the organisation's policies and legal responsibilities.
- Ensuring that the accounts are prepared and disclosed in the form required by funders and the relevant statutory bodies, for example, the Charity Commission.
- Work with the independent auditors, ensuring that the accounts are scrutinised in the manner required and any recommendations are implemented
- Keeping the board informed about its financial duties and responsibilities.
- Contributing to the fundraising strategy of the organisation.
- Making a formal presentation of the accounts at the annual general meeting and drawing attention to important points in a coherent and easily understandable way.
- Sitting on appraisal, recruitment and disciplinary panels as required.



# What we are looking for

## Person specification for a Gingerbread Trustee

- A commitment to Gingerbread's work and mission
- Understanding of the context of Gingerbread's work and the needs of single parent families - either through personal or lived experience, or a willingness to learn.
- A willingness to devote the necessary time and effort to deliver excellent governance
- Strategic vision and an ability to think creatively to tackle challenges.
- Good, independent judgement and ability to analyse and assess information provided in the course of their trustee duties.
- A willingness to speak their mind especially when their views may be contrary to other trustees.
- An ability to work constructively and effectively as a member of a team.
- A commitment to equal opportunities and diversity across the organisation

## In addition to the person specification for a trustee, the treasurer should have the following qualities:

- Financial qualifications and experience
- Some experience of charity finance, fundraising and pension schemes
- The skills to analyse proposals and examine their financial consequences
- Being prepared to make unpopular recommendations to the board
- A willingness to be available to staff and trustees for advice and enquiries on an ad hoc basis





# How to apply

The TrusteeWorks Team at Reach Volunteering are supporting Gingerbread with the Treasurer recruitment.

Applications should be made via TrusteeWorks in the first instance.

To apply please send your CV/LinkedIn profile along with a supporting statement explaining why you are interested in the role, the skills and experience you will bring to the Board and what you would hope to get out of the role.

**Please send applications and enquiries to:**  
**[trusteeworks@reachvolunteering.org.uk](mailto:trusteeworks@reachvolunteering.org.uk)**

The deadline for applications is Monday, 2<sup>nd</sup> of June 2025. Please note that we reserve the right to close the posting early.

