

Finance Manager

**An opportunity to help local churches across the UK
to make Jesus known**

Purpose of Role

- A pivotal member of the charity team, providing essential finance administration.

Basis of Engagement

- Initial 6-month contract.
- Employed part-time or services contract.
- Office in Westbury, Wilts., working remotely by agreement.
- Remuneration appropriate to experience.
- Applications asap.

Send CV to recruitment@countiesuk.org

Main Duties & Responsibilities

- All aspects of the charity's regular finance function including **invoices** payments, staff **expenses**, **grant** transfers, and **cashflow** management.
- **Accounts** income & expenditure entries and bank reconciliations.
- **Staff** HMRC entries, **salary** payments & **pension** payments.
- **Trustee** budget & cashflow reports.

Counties equips local churches across the UK to make Jesus known through training opportunities, our network of evangelists, schools' resources, community chaplains, & pioneering church planters.