

Would you like to help stroke survivors to rebuild their lives?

Have you ever thought of becoming a charity trustee?

ICARE is looking for a Treasurer

ICARE is a small local charity providing rehabilitation for people who have had a stroke. We run a Day Centre in Green Street Green, Orpington, welcoming up to 20 clients each day. A dedicated team of staff and volunteers create a friendly environment where, through speech therapy and physiotherapy, social and creative activities, mutual support and friendship, we aim to help our clients reintegrate into society. We also provide support for their carers.

We are looking for someone to join the Board of Trustees as Treasurer. This is a voluntary role but an important one, keeping track of ICARE's finances and making sure that we maintain high financial standards. As a member of the Board, the Treasurer will also contribute to the general oversight of the charity.

The Treasurer does not have to be an accountant but must be comfortable dealing with financial matters and maintaining sound financial procedures. We have a computer based accounting system. The Treasurer will need to be able to use Excel spreadsheets, as well as standard software such as Word and email. They will need to work closely with the Centre Manager and Chair/Company Secretary, with regular involvement with the financial aspects of the charity and the quarterly Board meetings. It will be a very varied, interesting and worthwhile role, supporting our work here at the Centre.

If you would like more information about the Treasurer role or are interested in applying, contact Mike Talbot, Chair of Trustees, through the Centre: admin@icarecentre.org.uk or 01689 862883. You can also find out more about us on our website at www.icarecentre.org.uk.