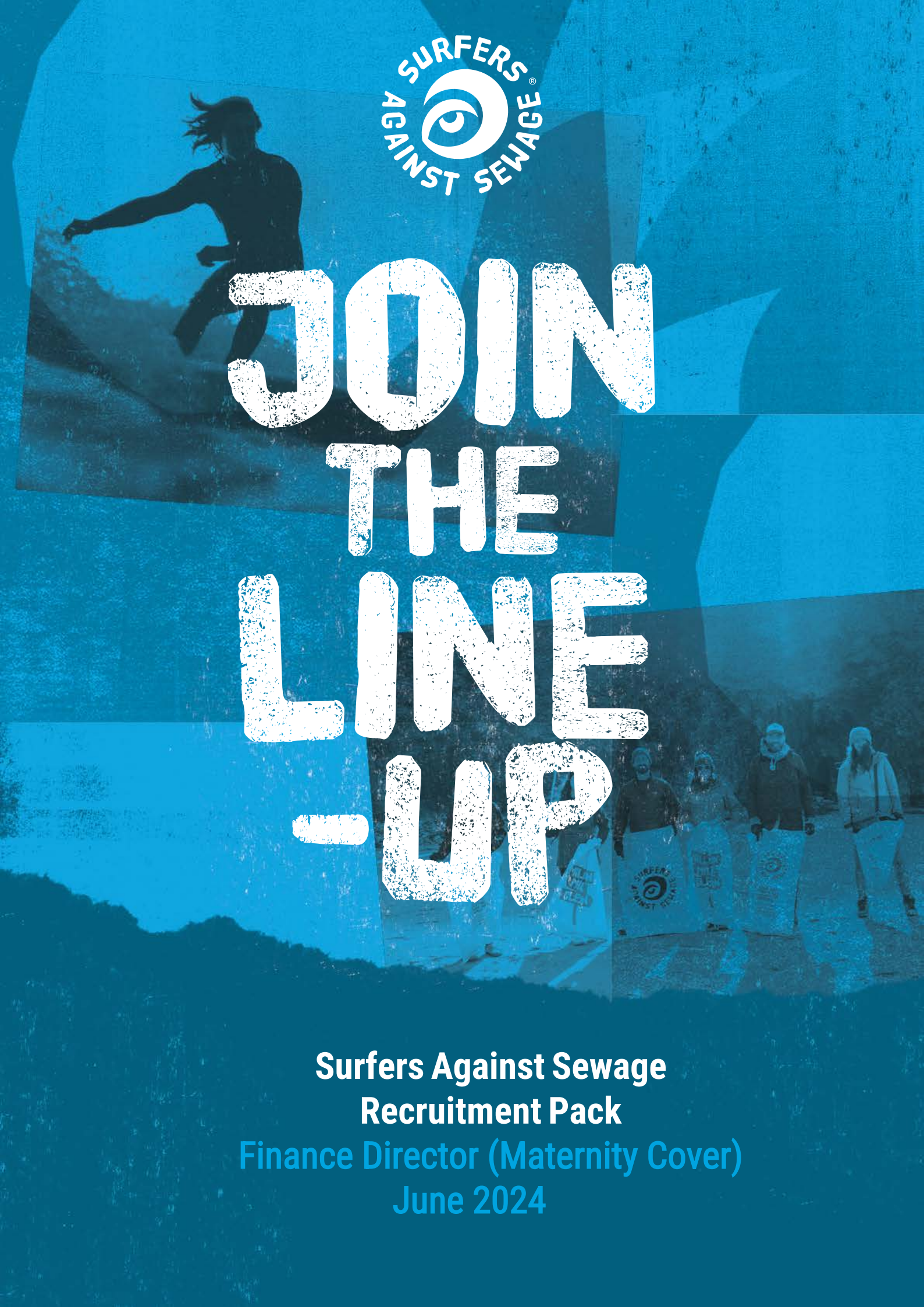


Surfers Against Sewage
Recruitment Pack
Finance Director (Maternity Cover)
June 2024

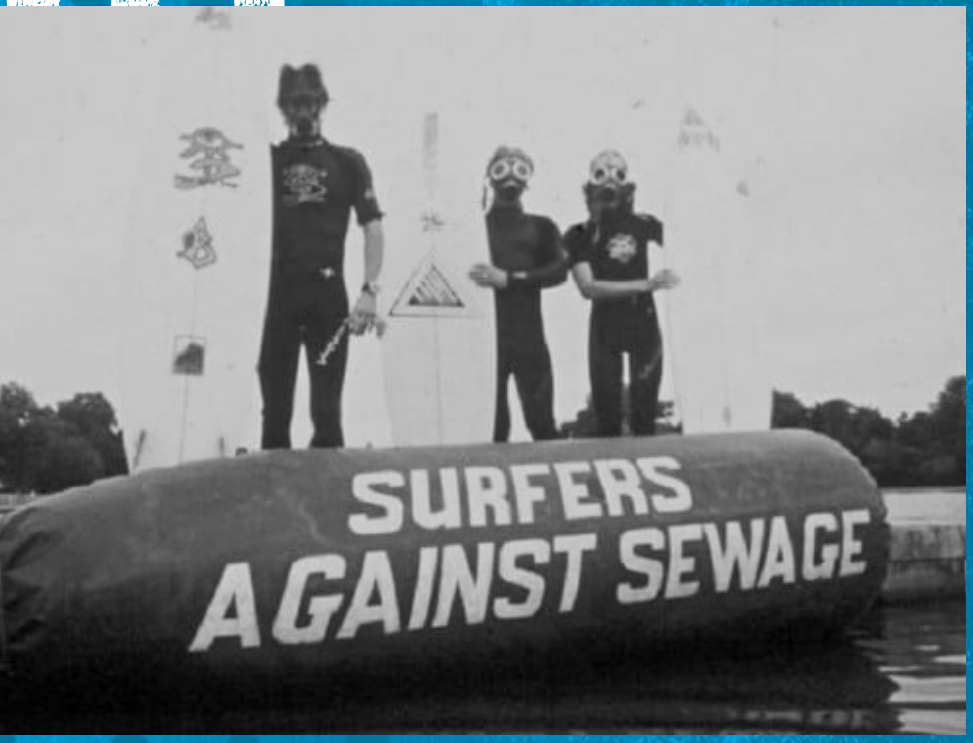
Ocean health is vital to all of us, wherever we live. The food we eat and the water we drink. The places we work and play. The weather around us. The climate we depend on. Even the air we breathe. Society has been shaped by a healthy and stable ocean. For people to continue to thrive and live life to the fullest, the ocean must thrive too. The planet is at tipping point and change is needed now.

From a handful of activists to a nationwide movement over the last 30 years, Surfers Against Sewage has grown into one of the UK's most successful marine conservation and campaigning charities. 30 years on, sewage and plastic pollution remain huge threats to a thriving ocean.



We must therefore continue to grow our impact to change the systems which create these issues by putting profit over people, and which promote short-term thinking to solve issues with long term consequences.

The heritage of our organisation is anchored in the ocean. Yet our reach and influence now permeates communities and institutions nationwide, from a programme of school engagement, through to supporting community groups to monitor and lobby for better protection of inland bathing waters



In this decade devoted to the ocean, we will redouble our efforts and continue to mobilise and equip the biggest and most authentic community of ocean conservation campaigners and volunteers in the UK.

If this inspires you then please read on to find more about who we're looking for.

THANK YOU FOR YOUR INTEREST IN JOINING OUR TEAM!

I joined in August and couldn't be more excited to have joined the team. We will take time to look back at the amazing things SAS has achieved in 30 years and apply this wisdom to the current global context of environmental, social, and political challenge. Our staff, volunteers, communities, and supporters make up our Ocean Activists; this is a powerful tribe which will continue to demand change and I remain optimistic that we will achieve it.



2024 will see us deliver the final year of our Ocean Impact Plan and collectively create a 2025-30 Strategic Plan. This is an exciting time to join our team and get involved in writing the next chapter, which will see us collectively create a new 5-year strategy. We will start with our Theory of Change, underpinned by science, to channel every action of every Ocean Activist into effecting real and lasting solutions."

Giles Bristow
CEO

JOB DESCRIPTION

Role:	Finance Director (maternity cover)
Salary:	£52,500 - £67,500
Reports to:	CEO
Hours:	30 - 37.5 hours
Contract:	14 Month Fixed Term Contract
Annual Leave:	Starting on 25 days' annual leave plus Bank Holidays (Full time)

About the Role:

With our Finance Director on maternity leave until October 2025 we are looking for a capable individual to join the team at Surfers Against Sewage.

As a strong leader with experience across strategy and finance, you will have an ability to see the bigger picture, be a confident decision maker and communicator, and be passionate about the environment and our oceans.

Reporting to the Chief Executive you will need to take a strategic view of our finances, as well as manage a small team and delve into the detail when required.

What You'll be Doing
In this role you'll:

Strategic Finance
Work alongside the CEO, Leadership Team and wider team, and supported by the Trustee Treasurer, to create and implement a financial strategy to support the wider organisational strategy - being developed this year.
Bring a strategic finance perspective to organisational decision-making made by the Leadership Team.
Take a risk-based approach to our reserves policy and update as appropriate, ensuring compliance with Charity Commission requirements.
Review our investment strategy to ensure we make our donor's money go further, and any investment is ethical.
Work closely with the Fundraising Team to ensure fundraising plans support the finance strategy.
Review our approach to cost recovery, particularly when it comes to funding applications.
Communicate 'big picture' finances, finance strategy and forecasts, and financial risks to our Finance Committee and Board.
Work alongside the Operations Team to ensure our new CRM supports must-have

JOB DESCRIPTION

finance requirements of our new cloud-based finance system, Iplicit.
Own relevant financial policies and processes (e.g. procurement, expenses) and ensure they are compliant, ethical, clear, and adopted by staff.

Finance Business Partner

Support budget-holders by ensuring they understand their budget-setting and reforecasting process.
Identify areas where budget-holders require additional support or training, and commission or deliver as appropriate.
Meet regularly with budget-holders, and the wider team, to ensure management accounts, year-end accounts, and reforecasts are being understood and interpreted correctly.
Keep tabs on upcoming events or changes which might affect reforecasts, or cash flow.
Work with budget holders to get common understanding of reasons for budget variance.
Challenge budget holders (at all levels) as necessary on matters such as budget variance, or return on investment calculations.
Present financial information clearly and concisely to different teams with different levels of understanding and differing needs.
As appropriate, attend meetings with funders or high value donors.
Review and approve procurement decisions in line with the procurement policy.

Team management

Manage the finance team (currently a Finance Manager and Finance Officer) to ensure the entire finance function is being delivered effectively and efficiently, in line with relevant legislation.
Provide pastoral support for finance team members to ensure they are clear on their role in creating impact, and working at their best.
Oversee and review delivery of regular finance reports and processes including management accounts.
Oversee the smooth running of the annual audit, and production of the annual accounts.
Identify areas of inefficiency across the finance function (or in the way others manage their finances) and lead on process redesign and associated change management.

Other Responsibilities

Play an active role in the Leadership Team, attending weekly meetings and participating in organisational decision-making.
Develop and maintain relationships with external stakeholders and/or consultants on matters such as the annual audit, or tax.
Contribute to the organisational strategy process and annual planning.
Consolidate and deliver annual budgets and Quarterly reforecasts throughout the year.
Oversee and manage the financial reporting obligations of the charity.
Ensure the new cloud accounting system continues to operate well and ensure its features are maximised (automated pay runs, customised departmental dashboards etc.).
Keep up to date with charity finance legislation, and attend relevant webinars or training as appropriate.

JOB DESCRIPTION

Location

This role is hybrid, and based at our ocean-side office in St Agnes, Cornwall,

Our hybrid working model means you can enjoy the benefits of both office based and remote working. Reasonable adjustments as well as specific office-based needs will be considered for those with long term health conditions and disabilities.

PERSON SPECIFICATION

For this role, you'll need:

- *+5 years' experience as a Qualified Accountant (ACCA, ACA, CIMA etc)*
- *Charity experience, desired; passion for our mission, also desirable*
- *Experience in working in senior leadership essential*

EQUITY, DIVERSITY AND INCLUSION

Here at Surfers Against Sewage, we are not ones to shy away from the big topics. Equally, we are self-aware enough to realise where we have work to do.

We are setting ourselves ambitious but attainable targets and we recognise our engagement in Equity, Diversity and Inclusion needs a dedicated, organisation-wide strategy.

The impact of plastic pollution, water quality and climate change disproportionately affects marginalised communities, yet there is significantly lower representation in Ocean Activism from within these communities. We want to change that. Our aim to create Ocean Activists everywhere isn't a tag line, it's a mission.

We are all connected to the ocean, regardless of distance, age, gender, race, disability, sexual orientation or belief system. We want to help reconnect us all to the ocean, waterways, rivers, lakes and even the water we use in our homes and schools. It's all connected – let's protect it together.



And finally, even if you don't meet every single requirement and don't surf, here at SAS we are committed to building a diverse, inclusive and equitable workplace, so if you like the look of this role and even if your past experience doesn't align perfectly with everything in the job description, we would still like to hear from you with your CV and covering letter.

You may be just the right candidate!



What are the benefits of working at Surfers Against Sewage, apart from being part of an amazing, dedicated and inspiring community of people?

Flexible working hours and TOIL
We offer a flexible approach to working hours between 7:30am and 6:30pm, and we provide Time Off In Lieu when staff are required to work occasional evenings or weekends. Our contracts specify working hours, but we focus on outcomes over where, when, and how people work.

Hybrid & Home working
Our roles are specified as either Hybrid working, with a requirement to come into the office a minimum of two days a week, or homeworking, with some travel to the office on agreed days (dependent on the role).

25 days of annual leave (pro rata), increasing each January up to 28 days, plus Bank Holidays.

For the last 3 years we have also been providing 3 additional days at Christmas, and we will continue this in 2024.



Access to confidential advice on mental health and wellbeing, as part of our Employee Assistance Programme.
SAS have partnered with Health Assured who are the UK and Ireland's most trusted health and wellbeing network. Their employee benefits programme is a suite of wellbeing services, offering you and your family a structured way to work through physical or mental health issues and financial.

Membership to Head Space wellbeing.
Guided Meditation and Mindfulness

Four wellbeing days a year
Our mental health and wellbeing policy provides 4 wellbeing days a year, to use as a preventative measure.

Pension
5% (instead of statutory 3%) and will be regularly reviewed. Nest pension with ethical savings options.

Enhanced sick pay
8 weeks full pay and 8 weeks half pay

Enhanced maternity policy

Sabbatical policy
Giving the option for those with longer (>3 years) service to request sabbaticals or career breaks.

We also have an amazing office space for those based locally, overlooking the sea and with an invigorating headland walk, access to Trevaunance cove for swimming, or grab a surfboard from the rack and squeeze in a lunchtime surf. And best of all well behaved pets are allowed in the office, and we're pleased to provide never-ending Yallah Coffee for staff!

Many of the above benefits are non-contractual, and therefore can be changed without consultation. We are committed to creating an ever more progressive and open culture, and we believe the biggest benefit of working at SAS is working somewhere that you can own your impact. We are also pleased to be able to offer a bunch of other great stuff alongside!

Hi, my name is Jacey and I am the Data and Insights Manager here at SAS.

I have worked for SAS for some time and have observed how the organisation has grown, and developed a great ethos on taking care of their staff and providing as much flexibility as they can and understanding.

I, myself have taken a couple of wellbeing days this year which have proved invaluable, allowing me to recharge and decompress at a time I really needed to.

I'm Henry, the Policy and Advocacy Manager here at SAS leading our political, policy and research work at SAS.

I am often out and about around the country, petitioning parliament and attending events and the SAS Time off in Lieu Policy means that I can take my time back and recharge my batteries so I can continue to fight for our oceans.

'I'm a hybrid worker, so I really enjoy the flexibility of working from home and the days in the office with the ocean view. There's a fantastic focus on employee wellbeing with flexi hours, hybrid working, wellbeing days, the addition of annual leave days with each year worked at SAS, and even a sabbatical policy that's recently been introduced.

My role feels rewarding in the sense that the skills I've been employed for are valued and trusted to deliver on the role. There's a great culture of 360 feedback being welcomed at SAS too which always makes you feel like you have a voice.
Sophie, SAS'



The ever-growing SAS community believes in staying connected with the ocean. To strengthen this bond, we live by six core values, that matter deep down, to us all.

01. COMMUNITY

We are a community of staff, volunteers, and ocean activists. We make sure we look after our community by nurturing and supporting, treating each other as humans: With compassion, kindness and care.

02. PURPOSEFUL

We're serious, experienced, rigorous, determined and dedicated. We know the impact of people power and how our actions on the ground, and at the top, make a difference.



03. OPEN

We're passionate, down to earth campaigners with a deep, unrelenting love of the ocean. We believe in building diverse, inclusive and active communities.

04. AUTHENTIC

We're human, doing our best for the ocean that we all love and rely on. When we don't get things right, we learn from it. We believe in authenticity. You can't fake trust.

05. DYNAMIC

We're active, energetic doers. From the beachfront to the frontbench, we bring people together, empowering them to get stuck in and make real change happen.

06. DARING

We're creative risk-takers, willing to disrupt the status quo and show how being different makes a difference. We have edge and energy that we put to use, pushing back against norms and pushing forward a counterview of what's possible for our planet.

TEAM CHARTER

When you start at SAS, you will be provided with our Handbook and Team Charter, which we collectively created to set out expected behaviours and ways of working; a manifestation of our values.

How to Apply

Please submit your CV and cover letter explaining how your skills and experience meet the requirements of the role to **recruitment@sas.org.uk**

You should receive an automatic email response after submitting your application. If you fail to receive this confirmation from us, please email **recruitment@sas.org.uk** or call us on 01872 553001.

Closing Date: 25 June 2024
Midnight Tuesday

Interview Date: 05 July 2024
Week Commencing

We will work with you to accommodate any reasonable interview adjustments.

SURFERS AGAINST SEWAGE®