



Vacancy: Chair of the Audit Committee

Location: UK (home-based)

Reporting to: Chair of the Board of Trustees

Duration: The term of appointment is for three years with the possibility of two subsequent terms of renewal for a maximum of nine years (3 terms total)

Starting date: January 2025 (invitation to observe Board 12th December 2024 meeting)

Integrity Action welcome and encourage applications from candidates who are likely to be underrepresented among trustees in the UK charity sector. Increasing the diversity of our Board and staff is an important objective within Integrity Action's [Power With approach: our journey towards gender, social and climate justice](#).

If you are looking for an exciting role where your experience, expertise and energy can truly strengthen a charity committed to citizen led accountability, we might be exactly what you are looking for. Founded in 2003 and based in the UK, [Integrity Action](#) is a charity devoted to bringing citizens and government closer together and to increasing the accountability of power-holders to those they wish to serve.

We equip citizens with [the tools](#) to assess vital services in their communities, report problems publicly, and work with those responsible to ensure the problems are fixed. We also work with power holders to ensure that they use their power responsibly and that they are inclusive, responsive and accountable to their citizens. More about future direction is in [the Strategy](#).

Integrity Action has worked with citizens across Africa, Asia, Europe and the Middle East to identify and solve thousands of problems – ranging from crumbling schools to dirty drinking water –and in so doing transformed hardships into real-life benefits for hundreds of thousands of people. To date, we have helped citizens in over 20 countries monitor over \$1bn. worth of products and services, and find solutions to over 76% problems identified.

As an organisation, we are embarking on an exciting journey exploring the possibility of another strategic merger (following [Crown Agents going into liquidation](#)), and other future scenarios that will allow us to continue to carry out our mission and vision. We believe this makes this role even more unique and attractive for the right candidate who has an interest in helping us to shape our future.

If appointed, you will play a leading role in:

- Ensuring Integrity Action acts in line with its charitable objectives

- Maintaining oversight of the organisation's financial affairs on behalf of the Board of Trustees at a very high and effective level of performance
- Providing assessment of, and Board guidance on, financial aspects of future scenarios
- Providing guidance to the Board of Trustees and Chief Executive, and the Executive team on financial stewardship of the organisation in line with the strategic aims
- Supporting the Executive team with HR advice

Other responsibilities of this Trustee role include:

- The Chair of the Audit Committee shares delegated responsibility with the Chief Executive for approving and signing the Audit Engagement Letter
- To oversee Integrity Action's compliance with statutory requirements relating to the accounts of a company limited by guarantee and a registered charity before these are presented to the Board of Trustees
- To oversee the presentation and content of Integrity Action's organisational budgets, management accounts and long-term forecasts to ensure these are appropriate to a company and a charity
- To be a sounding Board the Chief Executive on financial matters including overseeing outsources finance function, and to work in partnership with the Executive team
- To draw any major financial concerns to the attention of the Board of Trustees and Chief Executive
- To support the review of the reserves and risk management policies
- To meet with the external auditors annually without the Executive team present
- To present the accounts to the Board of Trustees and draw attention to the important points.

Is the position the right fit for you?

- Professional background in accountancy and audit
- Previous experience and/or currently serving as a director of finance or similar in a UK charity
- Experience of overseeing risk management and HR
- In detail and up to date understanding of the management and legal requirements of a UK registered charity
- Experience of managing complex contracts and contractual liability
- Prepared to make difficult and demanding recommendations to the Board
- An understanding of the global development sector and its current challenges, including the need to shift resources and decision-making power to the communities that the sector is trying to reach
- An understanding of mergers and the financial implications would be advantageous
- A commitment in ensuring gender, climate, and social justice.

We will offer you:

- A rewarding role to shape and sharpen the thinking and action of an international organisation committed to citizen-centred accountability
- The chance to play a central role in overseeing Integrity Action's governance, compliance, strategy and planning; and advising and supporting the Executive team
- Joining a cadre of highly respected trustee peers, led by Board Chair [Gail Klintworth](#), Special Advisor on Sustainable Economic Zones and Clusters for SYSTEMIQ and

nonexecutive director, board advisor and trustee for a select group of businesses and NGOs working towards low carbon, inclusive growth

- A working environment committed to justice, equality and inclusion where openness, honesty, integrity, and respect are prized. See our [Power With approach](#)
- The opportunity to be trained on safeguarding, unconscious bias, positionality and privilege, and concepts of justice.

The commitment we ask you to make:

- The time commitment for service equates to approximately 8 days a year, including:
- At least 4 Trustee meetings per annum (normally held between 10am and 12pm (GMT time), 4 Audit committee meetings typically held on the same day as Trustees meeting and lasting 1h; and one, typically extended by 1h Board session in June).
- Advising and guiding the Executive team.
- The role is unpaid but reasonable expenses (including attendance of Board meetings) are reimbursed.
- The working language of the Board is English and all members must be proficient
- As Integrity Action does not solicit individual gifts, there is no expectation that Board members will contribute financially to the organization.

Interested in applying?

Applications should be sent to Jasmina Haynes, the CEO, by email to jasmina.haynes@integrityaction.org.

She is happy to answer any questions you might have and you are invited to contact her via email or on her mobile +447446839007.

Application process

Your application should comprise:

- A CV including your full employment history showing more significant Executive and Non-Executive positions, responsibilities held and relevant achievements;
- A motivation letter of not more than one page summarising your drive and the reasons you're interested in joining us;
- Daytime, evening and/or mobile telephone numbers (to be used with discretion).

A selection of candidates will be invited to be interviewed by the appointment panel chaired by Gail Klintworth, Chair of the Board. Interview dates to be confirmed.

The successful candidate will be invited to join the Board session on 12th December 2024 as observer.

Integrity Action's legal status is as a UK company limited by guarantee (Company registration number 4884328) and as a charity registered with the Charity Commission for England and Wales (Charity registration number 1120927).