



**Treasurer- Board of Trustees**

# About

Thank you for your interest in our work.

The Nehemiah Project is a small charity that supports men with experience of addiction to break the cycle of addiction and crime. We do this through supported living, programmes, key worker support, rebuilding family connections and providing move-on support to aid transition to independent living. We currently operate from houses in Streatham and Croydon.

We are a Christian-based charity open to men of all faiths and none. We have a partnership with the British Association of the Order of Malta who provide expertise, funding and volunteer support.

Our trustees play a vital role in making sure that The Nehemiah Project (TNP) achieves its core purpose of breaking the cycle of addiction and reoffending. They oversee the overall management and administration of the charity. They also ensure that TNP has a clear strategy and that our work and goals are in line with our vision. Just as importantly, they support and challenge the executive team to enable TNP to grow and thrive.

As well as fulfilling the duties of a Trustee, the Treasurer maintains an overview of the Nehemiah Project's financial affairs. The Treasurer ensures that effective and appropriate financial measures, controls and procedures are put in place and reports to the Board at regular intervals about the financial health of the organisation. The Nehemiah Project is a registered charity and a company limited by guarantee.



Registered with  
**FUNDRAISING  
REGULATOR**

Registered Charity No 1058536

[www.tnp.org.uk](http://www.tnp.org.uk)

[enquiries@tnp.org.uk](mailto:enquiries@tnp.org.uk)

020 8773 7417

47 Tooting Bec Gardens,  
London SW16 1RF

# Treasurer Role

- Overseeing the presentation of budgets, internal management accounts and annual financial statements to the Board of Trustees.
- Ensuring that proper accounting records are kept, and that appropriate accounting procedures and controls are in place.
- Ensuring that robust and comprehensive financial policies are in place and being implemented, and supporting the development of policies covering financial reserves, and cost management.
- Monitoring and advising on the financial viability of the charity.
- Overseeing financial controls and adherence to systems, regularly liaising with Chief Executive.



# Treasurer Role continued...

- Advising on the financial implications of the charity's strategic plan, including overseeing the charity's financial risk-management process
- Ensuring investments and assets are maximised.
- Lead on the appointment of and liaison with external auditors.
- Oversee the development and implementation of systems for appraising, mitigating and reporting corporate risk.
- Ensuring that the accounts are prepared and disclosed in the form required by relevant statutory bodies, for example, the Charity Commission and/or the Registrar of Companies.
- Keeping the board informed about its financial duties and responsibilities and liaising with the Chief Executive to develop the financial understanding of the Board of Trustees.



# What we are looking for?

- A finance professional. A knowledge of charity finance is an advantage. Otherwise an enthusiasm to learn, drawing from sound commercial experience and an understanding of SMEs.
- A strategic thinker with an ability to balance risk and opportunity.
- Clear communicator with the ability to bring the financial information alive to non-finance specialists.
- Willing to play an active role in areas such as forecasting, setting budgets, liaising with auditors
- We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board.

In addition to the above, the Treasurer will also have the responsibilities and qualities of all trustees. Board members have a collective responsibility. This means that trustees always act as a group and not as individuals :

## **Responsibilities of all trustees-**

- Support and provide advice on TNP's purpose, vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Oversee TNP's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.



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- Review and approve TNP's financial statements.
- Provide support and challenge to TNP's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in TNP's operating environment.
- Contribute to regular reviews of TNP's own governance. Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect TNP's interests, to the exclusion of their own personal and/or any third party interests.
- Contribute to the broader promotion of TNP's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

*As a small charity, there will be times when the trustees will need to be actively involved beyond Board meetings. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.*

## Personal skills and qualities

- To be sympathetic to and supportive of our Christian ethos. Practising Christian preferred.
- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.

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- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Willingness to lead according to our values of empowerment, honesty, compassion, respect and belief.

## Trustee Role Overview

- Term: 4 years, renewable up to 7 years, with possible extension in exceptional cases under the Memorandum and Articles.
- Remuneration: Voluntary role; reasonable expenses reimbursed.
- Meetings: Attend four Board meetings a year (in person in Putney, with remote option).
- Strategy Days: Up to one per year.
- Events: Four annual celebration events at our houses; Trustees are encouraged to attend where possible.

## Committee Membership

Trustees may join one of three sub-groups – HR, Finance, or Fundraising – which meet remotely four times a year, with occasional ad hoc support to working groups or the executive team. We are a Company

## Financial Commitment

No donation is required, though regular modest giving is encouraged.



## A MESSAGE FROM OUR CHAIR OF TRUSTEES- COLIN MATTHEWS

A warm and sincere “thank you” from me and everyone at Nehemiah for your interest in the role of Trustee. It is a great moment to join the board following a recent CEO appointment. We are eager to continue the Nehemiah Story into a new era.

The Board of Trustees and the dedicated staff team at Nehemiah see men flourish, recover their lives, rebuild family relationships, secure employment and move on from the charity in a positive way.

During 2024 we invested in additional individual and group support for Residents in the second stage of our recovery programme, helping Residents engage in voluntary work, training, education and employment. This led more Residents to secure employment and training opportunities than previous years, and an increase in the number of Residents moving on positively into the community. We are also delighted that in second stage no residents absconded, reoffended or were recalled to prison.

The quality of our recovery programme has remained paramount in 2025. We look forward to hearing from you and exploring how your skills might be part of our story at The Nehemiah Project.

### IMPACT SNAPSHOT

48

Men supported

70%

Completed our recovery programme

67%

Employed or in training

13

Positive Move-ons

*Colin Matthews*

“

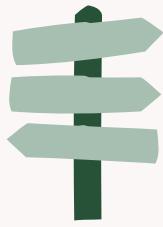
Nehemiah is a vitally important place for people like me who need to recover their lives from addiction,

it works.”

*Nehemiah Resident*

In 2024

# The Nehemiah Project worked with 48 Men



## Back in the Community

**32** Residents were in **employment, training** or regularly **volunteering**.



### Re-Offending Rate

Just **5%** of our men in the last 5 years have reoffended: nearly **50%** of released prisoners UK-wide reoffend within 12 months.

### Family Support

**29** Residents benefited from Family Support, with **12** men rebuilding family relationships.



### Second Stage Residents

No second stage Residents absconded, abandoned their place or were recalled to Prison.



**were from the BME community**

### 'A New Future' Programme

**70%**

**completed**

**20** Men engaged with our 1st Stage 13-week programme, completing modules.

**14** Men successfully completed 'A New Future', the majority moving into our move-on housing and independent living.