



**THE  
SUB  
ROOMS**

## Stroud Subscription Rooms Finance Trustee (volunteer)

### Job description

#### About the organisation

The Stroud Subscription Rooms Trust was recently set up in readiness for when they will take over the operation of the Stroud Subscription Rooms (The Sub Rooms). The Sub Rooms are the leading entertainment venue in Stroud, Gloucestershire and host performances, concerts, exhibitions and classes. This is an exciting time for the venue in the lead up to the property being transferred to Stroud Town Council from Stroud District Council on 28 March 2019.

#### Benefits of becoming a trustee

This is a rewarding role for a highly motivated individual. You would be involved in setting the future direction of the Sub Rooms and would have the satisfaction of knowing you were playing a significant part in enhancing the offering for local people as well as attracting further visitors to the area.

This is a leadership role as trustees oversee how the business is run and are responsible for the general control and management of the administration of the trust. Being a trustee is an opportunity for anyone with an interest in performing arts to broaden their skill sets, regardless of age. The payback can be immense in terms of skills development, networking, and a huge sense of satisfaction and achievement from knowing you are contributing to the running of a significant Stroud arts and music venue.

Please note, there will be further opportunities to volunteer in the future for those that do not have the time or desire to commit at trustee level. To register your interest on the Sub Rooms volunteering program, please email [admin@thesubrooms.co.uk](mailto:admin@thesubrooms.co.uk)

#### Role description

The Trust will make decisions about the running of the business and the direction the Sub Rooms takes as a cultural hub for the people who live in, work in and visit Stroud town.

The Trustees wish to invite applications for additional trustees to join their team and are especially looking for people with real passion in this sector to help to ensure the Sub rooms vibrancy and success in the future. The trustees are currently looking for candidates with skills and experience in one or more of the following areas: Finance, HR, Marketing and Communications.

## Responsibilities of the Finance Trustee

- To assist the strategic development of a growing organisation and provide financial oversight.
- Ensure that the Trust's finances are responsibly managed.
- Advise on the financial implications of the charity's strategic plans and oversee the charity's financial risk-management process.
- Lead the Trust's duty to ensure proper accounting records are kept, financial resources are controlled, invested and economically spent in line with governance, legal and regulatory requirements.
- Oversee the financial planning and budgeting process
- Assist in the development and implementation of financial reserves, cost management and investment policies.

The ideal volunteer will understand charity finances and be a qualified accountant or someone with strong financial management skills.

## Application Process

Please submit a letter (up to two sides of A4) expressing your interest in the role of Trustee and a CV demonstrating relevant skills and experience via email to [admin@thesubrooms.co.uk](mailto:admin@thesubrooms.co.uk) or post to Stroud Subscription Rooms Trust, 58 London Road, Stroud, Gloucestershire GL5 2AD. Short listed candidates will be invited to attend an interview at a date to be agreed.

For more information about becoming a trustee and the responsibilities of the role please read [The Sub Rooms Trust](#) Trustee Information Pack.

### [Job Pack](#)

Finance Trustee

Home-based

Voluntary

Posted on: 15 February 2019

The client requests no contact from agencies or media sales.