FSRH Finance, Risk and Investment Committee

Role description – FSRH member

Deadline to apply: 10am Monday 13 September 2021 (see page 6)
Who we are

We are the Faculty of Sexual and Reproductive Healthcare (FSRH). We are the largest UK multidisciplinary membership organisation working at the heart of sexual and reproductive health (SRH), supporting 15,000 healthcare professionals to deliver high-quality care.

We offer:

- evidence-based clinical guidance and standards
- a range of qualifications and training in sexual and reproductive healthcare (SRH)
- membership benefits, including our BMJ SRH Journal; webinars and events
- a CSRH specialty programme which trains future consultants in SRH.

We provide an important voice for SRH professionals. We influence policy and public opinion working with national and local governments, MPs, commissioners, policymakers, the media, patient groups and other decision-makers. We have 30 staff and a commissioned Clinical Effectiveness Unit based in Edinburgh and an office in London Bridge. You can find out more at www.fsrh.org.

Our governance structure

Committees and our governance play a vital role in achieving our strategic goals, ensuring that our work remains at the heart of SRH and truly represents the voice of our members. We have over 250 clinicians who support our work, participating in a number of committees and working groups.
About the Finance, Risk and Investment Committee

The overall aim of the Finance, Risk and Investment Committee is to provide scrutiny of the finances and investments as delegated down to it by the Board of Trustees.

It exists to:

Finance

- To review progress of financial elements of the operational plan and make recommendations thereon to the Board of Trustees.
- To review/consider strategic plan in context of financial and budgetary impact.
- To review the annual budget along with any constituent elements including membership pricing and make recommendations to the trustees.
- Advise Remuneration Committee on the affordability of any changes to pay and or benefits.
- To review the FSRH risk register including mitigations and consider the total risks being carried in light of the risk appetite.
- To receive reports at each meeting on financial performance and report as required to the Trustees.
- To review the draft annual accounts along with the audit report, ensure they in accordance with relevant accounting standards and Charity Commission guidance and recommend their approval to the trustees.
- To recommend appointment of FSRH’s external auditors to Trustees and to keep under review the performance of the auditors.
- To review the annual external auditors’ findings, report and recommend any required improvements to financial processes.
- To monitor and review the FSRH’s pension schemes and make recommendations for change when appropriate.

Investment

- To keep under review FSRH’s Investment Policy including compliance with the ethical investment policy and update as necessary.
- To agree and review the Trustee’s attitude to financial risk and the asset allocation strategy.
- To review at each meeting the performance of FSRH’s portfolio of investments.
- To consider changes to investment strategy and make appropriate recommendations to the Board.
- To propose the appointment of external investment managers for FRSH, if appropriate, and to manage their performance.
- To ensure that all transfers of investment funds are properly authorised by the Board.
- To report to the Board of Trustees on the performance of the investments.

The role

We’re recruiting a FSRH member (any category) to add a member to our existing board of trustees and those from a financial background.
Role overview

Role name
FSRH FRIC committee – FSRH member role

Liaises with
Other committee members

Eligibility criteria
Any current FSRH member

Hours/week
The Committee will meet at least 3 times a year for 2 hours. These meetings are currently taking place virtually. We expect some return to in-person meetings in 2022.

The 2021/22 dates are:
- 9 December 2021
- 12 May 2022
- 15 September 2022
- 8 December 2022

Location
This is an unpaid role and there is no renumeration. Expenses will be covered in line with our FSRH policy.

Term
Three-year tenure

Role responsibilities
- Read all Committee papers in advance of meetings
- Attend and make constructive contributions to Committee meetings
- Provide specialist guidance on particular areas where they have expertise
- Commit to safeguarding the good name and values of the FSRH
- Be a champion and ambassador for the FSRH
- Abide by all relevant policies and procedures of the FSRH
- Uphold our FSRH organisational values: We care. We collaborate. We enable. We include. We strive.
## Person specification

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<tr>
<th>Skills and experience</th>
<th>Essential / desirable</th>
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<tr>
<td>• A good understanding of finance/budgets</td>
<td>• Essential</td>
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<td>• An interest in the financial aspects of FSRH’s business</td>
<td>• Essential</td>
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<td>• Ability to work effectively as a member of a diverse team whilst keeping in mind the responsibility of being an individual Committee member</td>
<td>• Essential</td>
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<tr>
<td>• FSRH member (any category)</td>
<td>• Essential</td>
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Our values

We developed five values as part of our 2020-25 strategic plan, in collaboration with FSRH staff and our Officers. Our five values inform our work, culture and behaviour here at FSRH.

How to apply

Please send your CV and a cover letter (no longer than 4 sides of A4 across the 2 documents) outlining how you meet the person specification and what you’d bring to our committee and send it to Tim Coppard, Director of Finance and Operations via tcoppard@fsrh.org by 10am on Monday 13 September.

Suitable candidates will be interviewed by the Treasurer and other members of the committee in September/October.

Interested candidates are invited to have a no-obligation telephone discussion with Tim, please contact him as above before the deadline.

The successful applicant will join from the 9 December 2021 meeting.