



FINANCIAL DIRECTOR RECRUITMENT PACK

INTRODUCTION

The British Grooms and Equestrian Employers Group (BGEEG) is the Company that owns the two organisations, the British Grooms Association (BGA) and the Equestrian Employers Association (EEA).

The BGEEG is seeking to recruit a new Financial Director to advise on the finances of the organisations through the next stage of their growth.

BACKGROUND TO BGA AND EEA

The BGA was formed in 2007 and is the representative body for all who work hands-on with horses in our equestrian sector – the grooms.

Membership has seen a year-on-year growth, and with a potential market of 40,000 grooms, the organisation has the opportunity to become a 10,000-member body within the next 5 years.

The BGA focuses on supporting its members via its affordable and bespoke KBIS insurance policies, mental wellbeing support, education about employment rights and wrongs and by building a sense of community.

The BGA is a social enterprise and aims to make the grooms world a better place. To achieve this, it was recognised that our equestrian employers need help, guidance and tools to become Good Employers.

The EEA was formed in 2015 and has also seen a year-on-year growth in membership numbers. With a suite of online tools for the member to use for the best employment of their staff, the EEA is on the cusp of sharp growth and becoming the FSB of the horse world.

The BGEGE is a not-for-profit Company Ltd by Guarantee and a member of the British Equestrian Federation.

JOB PURPOSE

To advise on the financial planning and management of the BGEGE.

KEY RESPONSIBILITIES

- Review of annual budgets working with the Executive Director.
- Liaise with the BGEGE accountants on required financial matters eg. annual accounts.
- Assist with setting the annual budget.
- Prepare quarterly finance reports from the set budget in Xero and highlight any concerns.
- Monitoring cash flow requirements for the business and any investment of funds.
- Assist the Board with the organisation's strategic approach when required.

SKILLS AND EXPERIENCE REQUIRED

- Proven financial expertise – able to set and manage budgets, meet financial targets effectively and deliver value for money.
- A highly effective communicator who is able to relate to the BGA and EEA's vision, mission and core values.
- Can afford the voluntary time to commit to the role - albeit minimal time expected of circa maximum 1-2 hours per month.
- Understanding of the equestrian sector.
- Upholds the highest standards of integrity and adheres to the Seven Principles of Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership).

TIME COMMITMENT

It is a voluntary Non-Executive Director (NED) position with incurred expenses paid.

It is expected that the Financial Director will commit to attending all four Board Meetings that are held annually, currently virtually, but when in person, these are held in London.

The appointment will be for an initial three-year term. This may be extended for one further term.

HOW TO APPLY

Please send your CV or LinkedIn profile and a brief covering letter demonstrating how you meet the stated criteria and how you will bring the required experience, skills and knowledge to be successful in the role.

Please send to Lucy Katan at lucy.katan@britishgrooms.org.uk

Should you wish to discuss the role, please call Lucy on 0208 672 9348

All applications will be reviewed, and interviews will be scheduled for early December

References will be taken up before final agreement to any offer of an appointment is made.

The BGEEG is recognised as an equal opportunities employer. We actively promote diversity, and we positively encourage applications from qualified and eligible candidates from all parts of the community, regardless of age, disability, gender reassignment, marriage and civil partnership, sexual orientation, pregnancy and maternity, race, religion, belief and gender.