

Are you interested in Audit and Risk? Have you thought about possibly giving back something to CIM in order to gain personal experience in the area of Audit and Risk?

Financial compliance and risk management are an important part of CIM's governance. Overseeing the external audit and advising on risk is conducted by the CIM's Audit and Risk Committee.

CIM is looking for up to two new members to join its Audit and Risk Committee in a voluntary capacity.

The Audit and Risk Committee is responsible for reviewing and reporting on the system of internal control and the risk register. The group appoints the external auditors and ensures CIM's accounts and financial statements meet statutory compliance.

As a member of the Audit and Risk Committee you have the opportunity to contribute at a strategic level to the governance of a major professional body.

Are you eligible?

You can apply if you tick all these boxes:

- A current member of CIM
- Relevant experience in auditing and finance
- Able to commit to attending around 3 meetings a year at CIM with additional reading and preparation.

How to apply

Simply send a copy of your CV (or if sufficiently detailed your LinkedIn profile) together with a covering letter, which explains why you are interested in the role and what you could bring to it, to elections@cim.co.uk by midday (GMT) on Friday 1st September 2017.

PLEASE NOTE the telephone interview will take place on Tuesday 3rd October 2017. If you will be unavailable on that date, then please say so in your covering letter.

If you have any further questions, please email elections@cim.co.uk.

Find out more about the role, the Audit & Risk Committee and the process by scrolling down.

Audit and Risk Committee – Volunteer Vacancy

CIM is currently looking to appoint up to two CIM members to its Audit and Risk Committee in a voluntary capacity.

About the role

The Audit and Risk Committee is responsible for overseeing the external audit; advising the Board of Trustees on risk management and internal controls assurance along with the integrity of financial statements. As a member of the Audit and Risk Committee you will:

- Review and report on the systems of internal control and the risk register;
- Review the Statutory Annual Report and Accounts and Annual Review, ensuring that CIM's financial statements meet statutory compliance;
- Oversee the appointment and performance of the external auditors;
- Make recommendations to the Board on other financial audit and risk matters.

As a member of the Audit and Risk Committee you will normally be expected to prepare for, and attend three committee meetings a year (which are usually held during the day at Moor Hall Cookham), either in person or by the use of technology.

Appointments to the Committee will normally be for a period of up to three years, which may be renewed for one further period of up to three years.

The role is unpaid but reasonable expenses are payable in line with CIM's expense policies.

The Committee comprises of five members which include:

- A qualified accountant
- One member of the Board of Trustees
- Up to three Voting Members.

Why apply for this role?

There are a number of advantages to serving on this Committee:

- It provides an opportunity for you to further develop your professional knowledge and experience. It gives you an opportunity to broaden your experience and add to your own cv.
- It gives you an opportunity to contribute at a strategic level to the governance of a major professional body. You will gain experience of providing support to the CIM Board, and finding out more about the governance of the organisation.
- It gives members the opportunity to give something back to CIM, as their professional body.

CIM will provide support for its Committee members. Following appointment, we will make arrangements for your induction and preparation for the role.

What do we need

Applicants should be Voting Members of CIM. Committee members need to be able and willing to devote the necessary time to the role and have the ability to respect and maintain confidentiality. The specific competencies that we are looking for are:

- Commitment to the work of the Committee and to the Objects of CIM;
- Knowledge/skills/experience in audit or finance;
- Good communicator;
- Critical listening and the ability to ask probing questions and challenge supportively;
- Ability to examine evidence and complex documentation and then to identify and evaluate solutions;
- Ability to work well as part of a diverse team.

It is also desirable that you have had experience of serving on, or working with an Audit and / or Risk Committee.

Committee members are expected to agree to CIM's Volunteer Code of Conduct and complete a Declaration of Interests form on an annual basis.

How to apply

Please send a copy of your cv (or if sufficiently detailed your LinkedIn profile) together with a covering letter which explains why you are interested in the role and how you meet the competencies set out above, to elections@cim.co.uk by midday (GMT) on Friday 1st September 2017. If you would like to discuss the role prior to submitting an expression of interest, please contact elections@cim.co.uk.

Following the closing date, candidates will be shortlisted and telephone interviews will take place on Tuesday 3rd October 2017. If you will be unavailable on that date then please say so in your covering letter.