

FINANCE MANAGER

Candidate Pack

January 2026



YMCA CHESHIRE

Welcome

Thank you for your interest in the position of Finance Manager at YMCA Cheshire.

The role is crucial to the work we do supporting the work at our accommodation sites at Gresty Road and Valley Brook, where we house over 100 people who have experienced or are at risk of experiencing homelessness and our dispersed properties across Cheshire.

The Finance Manager will oversee the daily operations of YMCA Cheshire's finance function, including preparing management reports and ensuring compliance with accounting standards and regulatory frameworks. The role will lead on financial processes and procedures across the organisation, develop and maintain accurate and consistent financial records, support annual audit preparation and provide regular reporting and analysis to support budgeting and forecasting. The role will also contribute to costing bids for income generation and supporting grant financial reporting. The Finance Manager will collaborate closely with the Senior Leadership Team to develop financial strategies that support YMCA Cheshire's long-term financial goals.

. The full job description is on page 6 of this document and a person specification on page 8;

The post holder will join a small finance team and report directly to the Head of Finance and Business.

This is a full time post, 40 hours per week, 5 days a week; 9.00 am to 4.00 pm
It is a permanent contract

We are passionate and enthusiastic about our work and love an energetic "can do" attitude in staff!

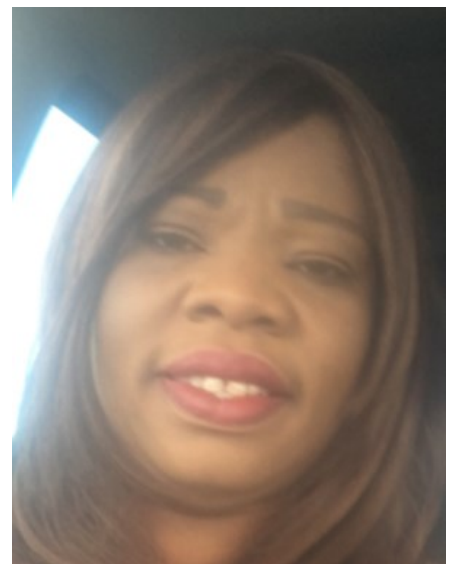
Details about how to apply are at the end of this pack.

If you'd like an informal chat, please call me, Fatima Perriman, Head of Finance and Business on 01270 257673; otherwise please have a good read through this document, then fill in the application form on our website and return these to by 9.00 am on 15th January 2026

We look forward to hearing from you!

Fatima

Fatima Perriman
Head of Finance and Business



About us

There has been a YMCA in Crewe since 1909, when an invitation went out in Crewe Chronicle inviting young men to meet some “jolly good fellows”!

Today the YMCA welcomes people of all ages, all genders, all faiths, all races, all backgrounds.

We have an asset-based, advantaged-thinking approach to all our work; we focus on strengths and view diversity of thought, culture, experience and traits as positive assets.

We have a number of different services in Cheshire.

- We believe everyone should have **a safe place to stay**. Our aim is to provide a wide range of housing options to those who have experienced homelessness, designed to suit their individual needs. We have a variety of accommodation at our main projects in Gresty Road and Valley Brook, as well as some flats and houses in the local community.
- We work with **young people** who arrive in the UK unaccompanied and seeking asylum; this team also works with young people who are leaving the care system.
- We have a growing number of services in Crewe for **children and families**, including After School Clubs, Drop Ins for parents and carers and holiday villages.
- There is a new service offering **mental health first aid** to the community, perhaps a coffee and chat for those feeling isolated or just need to talk.
- Our services are supported by our **three social enterprises**, the GLO Café, rom hire and our Property Maintenance



Our values

We believe that everyone has unique potential and skills to be explored and developed.
We will embed this belief in our work with service users, staff and volunteers.

We believe that a 'can do' approach is critical for facilitating change in people's lives.
We will foster and nurture this attitude in our work with service users, staff and volunteers

We believe in the Christian basis and mission of the YMCA.
We will seek to exemplify and embed Christian ethos in our organisational practice in all we do.

Our vision

Better lives and better futures for individuals and communities

- by beginning the end of the homeless experience, one person at a time
- by working with the talents of people making transitions to independence
- by engaging and supporting children and families and staying connected in the places they live

Our mission

YMCA Cheshire is a Christian charity that responds to local need by creatively investing in the lives of individuals and the community through all our projects, including housing, learning, family support and working with children.

Our faith

Our faith underpins all our work and motivates us to sustain a Christian mission than is socially active.



Working at YMCA Cheshire



YMCA Cheshire currently has about 95 staff, 30 volunteers and 8 trustees.

We are an organisation that embraces a culture where our Christian based core values are at the heart of all we do.

We are committed to creating a workplace where all employees are given the opportunity to reach their full potential, feel valued and work effectively to achieve our goals.

We aspire to establish a workforce which reflects the diversity of the wider community.

We have a comprehensive health and wellbeing programme to support a healthy mind, body and spirit. The programme includes:-

- A full training package
- Free counselling through our Employee Assistance Programme
- Opportunities to attend conferences and visit other projects
- An onsite café with 20% discount
- Health care cash back plan
- Staff room refreshments
- An onsite gym
- A flexible working policy
- Vouchers for long service
- Away days
- Staff meetings to share good news
- Group life cover
- Company sick pay
- Birthday leave

Job description (page 1)

Job Purpose

YMCA Cheshire provides supported accommodation for people experiencing homelessness or the threat of homelessness. We also support the local community and local authorities providing a social enterprise business.

MAIN DUTIES AND RESPONSIBILITIES

- Oversee the day-to-day financial operations, including accounts payable, accounts receivable, and general ledger functions
- Preparation of financial reports, including income statements, balance sheets, and cash flow statements.
- Develop, monitor, and manage the annual and quarterly budgets and create financial forecasts to align with YMCA Cheshire goals.
- Monitor and manage the company's financial performance against the budget.
- Identify and implement cost-saving measures to enhance value for money.
 - Collaborate with department heads and managers to ensure budget compliance and financial accountability.
 - Ensure compliance with all relevant financial regulations and accounting standards.
 - Ensure robust and efficient financial processes, regularly reviewing and improving where required.
 - Manage audits and liaise with external auditors, tax authorities, and other regulatory bodies
 - Identify potential financial risks and develop strategies to mitigate them
 - Ensure the company's financial systems are robust, compliant, and support both current activities and future growth
 - Oversee the provision and effective use of financial systems and software, ensuring these tools support organisational needs.
 - Manage and mentor the finance Officer, fostering a culture of continuous improvement and professional development.
 - Work closely with the Head of Finance and Business and the Senior Leadership Team to provide financial insights and support strategic decision-making.
 - Provide relevant financial reports and updates to the Board of Trustees and Finance and Audit Committee, attending meetings as appropriate.
 - Support in preparing projections and updates for governance committees and senior leadership.
 - Stay up to date with changes in legislation, charity accounting standards (e.g. SORP), and regulatory requirements that may impact financial operations.
 - Provide financial expertise and guidance to non-finance colleagues to support organisational financial literacy and decision-making.
 - Support costing of funding bids, grant financial reporting, and project accounting as needed.

Job description (page 2)

Other Duties and Responsibilities

- Be fully versed with safeguarding to protect each individual from harm in accordance with current safeguarding legislation.
- Ensure equality and diversity is embedded within service delivery
- Work according to the policies and procedures of YMCA Cheshire at all times
- Actively participate in the supervision and training process to develop better services and continuous personal development
- Undertake such other duties as may be reasonably be required
- Understand, embrace and promote the values of the Association, ie

We believe that each person has unique potential and skills to be explored and developed.

We will embed this belief in our work with service users, staff and volunteers.

We believe that a 'can do' approach is critical for facilitating change in the lives of service users.

We will foster and nurture this attitude in our work with service users, staff and volunteers

We believe in the Christian basis and mission of the YMCA.

We will seek to exemplify and embed Christian ethos in our organisational practice in all we do.

**The Job description is current as the date shown
In consultation with the post-holder, it is liable to variation**

Person specification

- Professional accounting qualification (ACCA, CIMA, ACA or CIPFA) or equivalent
- Experience of working in a finance role within a charity or not-for-profit is desirable
- Up-to-date knowledge of the Charity Statement of Recommended Practice (SORP) and regulatory standards.
- Experience supporting preparation of statutory accounts and annual audits.
- Experience supporting income generation (e.g., costing bids) is desirable.
- Skills & Attributes.
- High level of attention to detail, accuracy, and financial acumen.
- Excellent communication skills, including the ability to explain financial information to non-finance colleagues.
- Proficiency with Microsoft Office (particularly Excel) and financial systems/software.
- Ability to work collaboratively within a small team and with external partners.

Key employment terms

- 40 hours per week, 5 days, 9 am to 5 pm
- Salary £42,000 per year
- Permanent contract
- Responsible to Head of Finance and Business
- Company sick pay
- Pension contribution
- 4 x Life Assurance
- Health Assured Employee Assistance Programme

YMCA Cheshire is committed to the active promotion of equal opportunity, both in the provision of services and as an employer of paid and unpaid workers.

YMCA Cheshire is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

Any offer of employment will be subject to satisfactory references and Enhanced DBS check.

How to apply

- The closing date for applications is 9.00 am on Thursday 29th January 2026
- These should be submitted via the YMCA Cheshire website vacancies page
- [Vacancies - YMCA Cheshire](#)
- Shortlisted candidates will be interviewed on 5th February 2026 or 6th February 2026

