



Faculty of
**Medical Leadership
and Management**



FMLM Treasurer

Candidate brief

Closing date: Sunday 10 May 9.00 PM.

Interview date: Wednesday 20 May.



UK Health Alliance
on Climate Change

For more information about FMLM, visit our website www.fmlm.ac.uk.

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Welcome

Dear Colleague,

Thank you for your interest in the role of Treasurer at the Faculty of Medical Leadership and Management (FMLM).

We are the UK's professional home for clinical leadership, established in 2011 by the Medical Royal Colleges and Faculties and endorsed by the Academy of Medical Royal Colleges. FMLM exists to improve health and care by promoting evidence-based excellence in leadership and management across personal, team, organisational and system levels, setting nationally recognised standards for clinical leadership and supporting clinicians at every stage of their careers. Through its Leadership and Management Standards, Fellowship schemes, and a comprehensive portfolio of accredited development programmes, FMLM defines, refines and maintains what good leadership looks like in practice. Its work spans education, professional recognition, research, and system-wide improvement, underpinned by values of integrity, inclusivity, and a commitment to improving health and care outcomes.

FMLM also contributes to the wider leadership discourse through partnerships and thought leadership, including co-ownership of the BMJ Leader journal; reinforcing its role as a national authority in shaping the future of clinical leadership and management across the UK health and care system.

Joining our lean, agile and purpose-driven organisation, the Treasurer of the Faculty of Medical Leadership and Management will chair the Finance Committee and be a Trustee, working closely with the Board and executive leadership team to shape the organisation's next phase of sustainable growth, impact and system-wide relevance.

As a Trustee and Chair of the Finance Committee, you will play a central role in ensuring robust financial stewardship, sustainability and strategic alignment across the group by:

- Providing strategic financial oversight to enable effective decision-making.
- Ensuring compliance with financial, legal and regulatory requirements and governance best practice.
- Ensuring financial sustainability through oversight of budgets, reserves and income diversification.
- Embedding a culture of strong governance and accountability, ensuring clear, accurate reporting and the highest standards of financial integrity.
- Advocating for FMLM's charitable mission, ensuring all financial and commercial decisions align with its values and maximise impact.
- Driving innovation by identifying and championing new financial and commercial opportunities.
- Building and maintaining strong relationships with donors, sponsors, clients, and key stakeholders.

If you share our values and vision to champion and advance excellence in clinical leadership and management, and to improve health and care outcomes through inclusive, evidence-based practice, then please get in touch.

Yours faithfully,

Celia Ingham Clark

Dame Celia Ingham Clark | [Chair of the Board](#)

Context for the appointment

The Board of Trustees lead the FMLM Group, consisting of a charity and its commercial trading arm. The Board is made up of clinical and lay Trustees, alongside the Treasurer. The Treasurer/Chair of the Finance Committee reports directly to the Chair of the Board.

Full details about the FMLM Board can be found here:

<https://www.fmlm.ac.uk/about-us/who-we-are>

FMLM is operating within an increasingly complex and constrained UK health and care landscape, with system-wide financial pressures, workforce challenges, and a growing emphasis on productivity, prevention, and integrated care. These external dynamics are shaping demand for high-quality, evidence-based clinical leadership and management at all levels. In response, FMLM is strengthening its role as a national leader in clinical leadership by evolving its offer to better support individuals, organisations, and systems to deliver sustainable, high-quality and equitable care. This includes continued development of its professional standards, leadership programmes, and system-facing work.

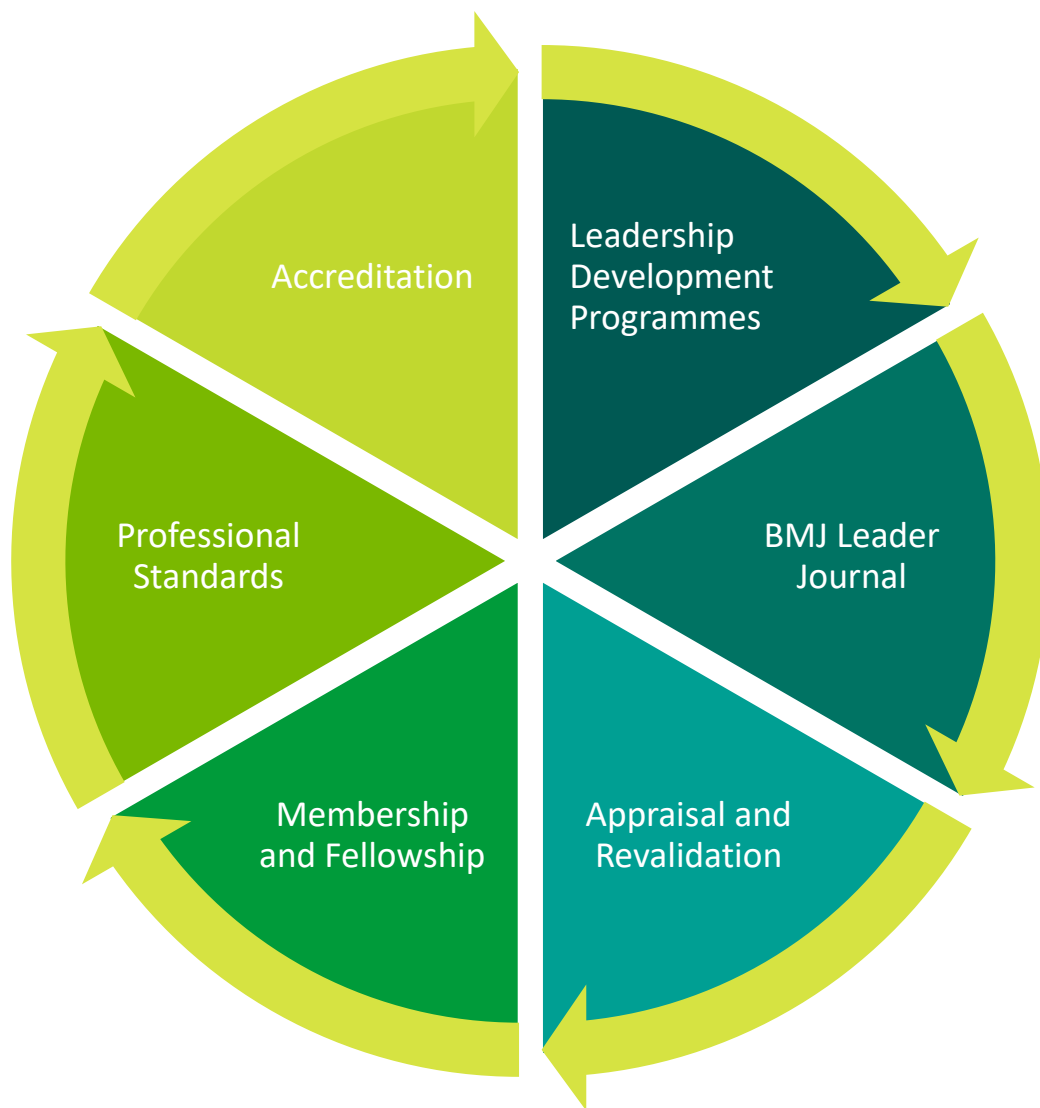
FMLM has also navigated a period of internal financial challenge, taking steps to stabilise and strengthen its financial position, improve operational efficiency, and ensure a more sustainable and resilient operating model. Looking ahead, there is a clear focus on sustainable growth, income diversification, and increasing impact across the UK, including expanding partnerships and enhancing FMLM's relevance across a multidisciplinary and system-wide audience.

FMLM continues to align its work with broader societal priorities, including its commitment as a member of the UK Health Alliance on Climate Change, recognising the critical link between climate, health, and leadership. We believe leadership exists at every level and across all professional groups, and that healthcare leaders require and deserve greater support in developing their leadership capability and confidence. FMLM remains committed to our charitable aims to improve health and care through excellence in clinical leadership and management.

The FMLM Board of Trustees:

- Play a critical role in overseeing compliance with all relevant laws and regulations, safeguarding the organisation's reputation and ensuring ethical practices are upheld.
- Work collaboratively to set the long-term vision and strategy, ensuring that FMLM remains aligned with its core mission while adapting to evolving needs and opportunities.
- Are instrumental in fostering and nurturing key relationships that are vital for the organisation's growth, sustainability, and ability to deliver on its mission.
- Help guide the organisation's growth and ensure that resources are managed responsibly to maximise impact.
- Encourage a culture of innovation, exploring new ideas, opportunities, and partnerships that can help propel the organisation forward in a competitive and evolving environment.
- Ensure the organisation has robust governance structures in place, fostering a culture of accountability and transparency in decision-making.
- Act as ambassadors for FMLM, helping to raise its profile and advocating for its cause at a local, national, and potentially international level.
- Working closely with the FMLM executive team, Trustees help to mentor and guide senior leaders, fostering a leadership culture that is agile, adaptable, and ready to meet future challenges.

FMLM Services



Organisational chart

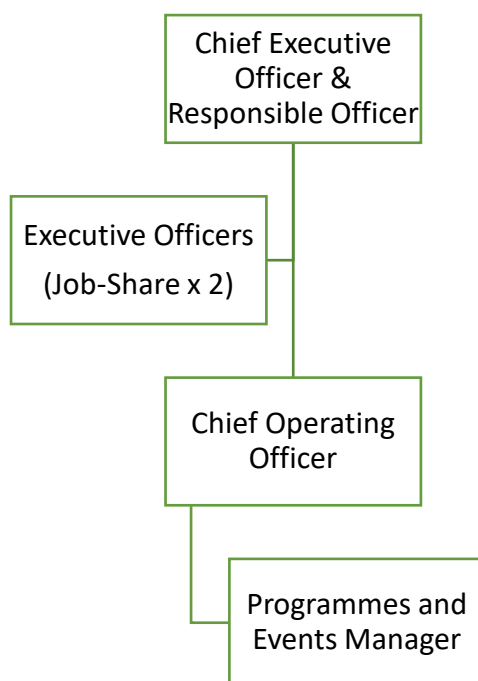
FMLM is led by the Board of Trustees who have ultimate responsibility for directing the affairs of the organisation and ensuring that it is financially sound, sustainable, well-run, and delivering the charitable aims for which it has been established.

Day-to-day responsibility for the organisation is delegated to the Chief Executive Officer (CEO).

The following services are partially or fully outsourced to our partners:

1. Finance and Accounting
2. Marketing, Communications and Policy
3. HR
4. Membership management
5. Appraisal and Revalidation
6. IT

FMLM Team



Role description and person specification

Role title:	Treasurer/Chair of the Finance Committee
Remuneration:	£400 per day (two days per month/equivalent)
Commitment:	<ul style="list-style-type: none"> • Four quarterly Board meetings (3 hours each) and preparation. • Four quarterly Finance Committee meetings (1.5 hours each) and preparation. • Annual Board Strategy Day. • Representation at key events e.g. extraordinary meetings, meetings with auditors, annual conference, annual general meeting, etc.
Business Address:	167-169 Great Portland Street, Fifth Floor, London, W1W 5PF
Term:	Three years (extension for a further two years subject to Board approval)
Accountable to:	Chair of the Board
Direct report:	N/A
Role purpose and scope:	<p>The Treasurer role is a non-executive Trustee position providing strategic oversight, challenge and assurance. It does not include executive management responsibility or delivery of the finance function, which remains the responsibility of the Finance Director and executive team.</p> <p>The Treasurer provides specialist financial leadership, chairing the Finance Committee and working closely with the CEO, Chief Operating Officer, and Finance Director. Together, they oversee budgets, financial performance, and cash flow, providing regular scrutiny and insight beyond the formal Board cycle, ensuring financial decision-making supports FMLM's strategic priorities and long-term impact.</p> <p>Key responsibilities include:</p> <ul style="list-style-type: none"> • Supporting the Board in setting and shaping the long-term financial strategy and related KPIs. • Presenting complex financial information in an accessible format to non-financial colleagues. • Providing expertise to facilitate income sustainability and diversification, and overall financial resilience. • Providing guidance and support to the CEO and external auditors throughout the annual audit process. • Ensuring strong governance and full compliance with all financial, legal, and regulatory requirements. • Overseeing financial risk management, ensuring appropriate controls and mitigations are in place.
Responsibilities:	<p>Financial and Legal Obligations, and Accountability</p> <ul style="list-style-type: none"> • Lead Trustee for all financial matters and Board liaison with auditors. • Maintaining oversight of financial performance against KPIs. • Responsible for reviewing and recommending the reserves policy. • Ensuring adequate systems of financial control and risk assurance through oversight of financial systems, data quality, and reporting infrastructure. • Oversight of investment strategy and performance where applicable. • Ensure that both entities remain compliant with their respective financial and

legal obligations:

- **Charity:** Filing annual reports and accounts with the Charity Commission, complying with charity law, and maintaining the public's trust.
- **Company:** Filing accounts and returns with Companies House, complying with tax laws, and meeting company law requirements.
- Ensure the company's operations are tax-efficient (e.g., ensuring it qualifies for tax exemptions by transferring profits to the charity through Gift Aid).

Public Benefit

- Ensure the charity fulfills its charitable purposes as set out in its governing document for the public benefit.
- Ensure that the limited company's activities align with the charity's purposes and do not compromise its charitable status.
- Ensure that the limited company's profits are used to further the charity's aims.

Conflicts of Interest

- Avoid conflicts between personal, professional, or business interests and organisational responsibilities.
- Remain vigilant in identifying and appropriately managing any actual or perceived conflicts of interest.
- Ensure that all activities and decisions uphold the organisation's integrity and do not result in personal benefit.
- Declare any conflicts promptly and recuse themselves from discussions or decisions where appropriate.

General

- Support the recruitment, selection and succession planning of Trustees.
- Support the CEO and wider FMLM team on matters that require Treasurer expertise e.g. liaising with the HMRC, Charities Commission or Companies House.
- Deputise for the Chair of the Board if required.
- Represent and advocate for FMLM in public forums.

This role will require the following as standard, as and when applicable:

- Perform other duties appropriate to the role as reasonably required e.g. lead sub-committees.
- Seek to minimise environmental impact in the performance of the role and promote environmental sustainability within area of responsibility.
- Comply with the Equality Act 2010, eliminating unlawful discrimination, advancing equality of opportunity and fostering good relations with particular attention to the protected characteristics.

Person specification/Requirements

	Essential	Desirable
Mandatory Requirements		
Eligible to act as a Trustee (not disqualified) via self-declaration .	✓	
Accounting qualification (such as ACA, ACCA, CIMA, or CPA).	✓	
Member of the Chartered Institute of Public Finance and Accountancy (CIPFA).		✓
Familiarity with charity governance, charity accounting standards (such as the Charity SORP), and the regulatory environment for charities.	✓	
Understanding how limited companies operate, legal requirements including profit distribution, shareholder roles, financial compliance, etc.	✓	
Employed or based in the United Kingdom.	✓	
Experience		
Experience of managing finances, including budgeting, financial reporting, cash flow management, and audits.	✓	
Experience of serving on a board or finance committee	✓	
Experience of facilitating and delivering successful audit outcomes.	✓	
Experience of supporting organisations through significant change.	✓	
Engagement with equality, diversity, inclusion and belonging initiatives with evidence of impact.		✓
Experience in strategic decision-making, organisational oversight, and long-term planning.	✓	
Familiar with investment principles and policies, especially if the charity holds or manages investments through its subsidiary.		✓
Experience of securing grants and funding.		✓
Skills and abilities		
Ability to align financial management with the charity's strategic goals, ensuring all entities operate efficiently and sustainably.	✓	
Ability to address challenges, manage risks, and respond to changes in the operating environment.	✓	
Exceptional communication skills and ability to present financial information clearly to a variety of stakeholders, including Board members who may not have financial expertise.	✓	
Ability to articulate the organisation's goals and represent FMLM within public forums.	✓	
Able to identify and initiate financial sustainability initiatives.	✓	
Personal attributes		
Trustworthy, honest, and upholds strong ethical standards, makes decisions with transparency and in the best interest of their organisation and its stakeholders, promoting trust across the board, staff, and members.	✓	
Commitment to FMLM's journey of growth and development.	✓	
Comfortable with uncertainty, challenge and shifting landscapes.	✓	
Commitment to equality, diversity, inclusion and belonging and an understanding of how to demonstrate this within the role and organisation.	✓	
Willingness to work flexibly and occasionally be available for evening/weekend work and travel within the UK.	✓	

How to apply

Application is by way of CV with a supporting statement that should set out your motivations for applying and how your experience to date aligns with the scope of the responsibilities and FMLM's mission and values. The CV and supporting statement should be no more than two sides of A4 each.

Applications should be sent via one PDF document to hrsupport@fmlm.ac.uk. The file name should be the candidate's full name in capitals and the date of submission (DD.MM.YY).

Applications should be received by Sunday 10 May 9:00PM.

Late applications will not be considered.

Selection process and timescales

- CV and supporting statement to be submitted by Sunday 10 May 2026.
- Interview with panel online via MS Teams on Wednesday 20 May 2026.
 - Dame Celia Ingham Clark – Chair of Interview Panel (Chair of FMLM Board)
 - Jane Ingham (FMLM Trustee & Interim Chair of the Finance Committee)
 - Dr Lisa Knight (FMLM Trustee & Member of the Finance Committee)

Accessibility

Please let us know if you have any special requirements which we might need to consider in relation to the selection process. Any requests will not be considered in the selection process.