

# Senior volunteer role

Chair Risk, Audit & Finance  
Committee / Vice-President, Finance  
2026 – 2029



Making IT good for society



# 01

## The organisation

BCS is an international organisation run by dedicated volunteers and staff.

BCS is governed by its Trustee Board, which is elected by the BCS Council, a representative body of the membership. The Trustee Board is responsible for the Institute's annual direction and strategy.

### Membership

We promote and support the growing and diverse community of IT and digital professionals committed to making IT good for society. Our members are at the heart of our community.

### Inspiration

We influence and improve computing education in all its forms to improve opportunities for young people, society and the economy.

### Progression

We provide opportunities for learning and development to support people's career progression and raise standards of competence in our profession.

### Influence

We tackle the big issues facing our digital lives, connecting industry, education and government to shape and bring about impactful change on society and our profession.



Visit [bcs.org](https://www.bcs.org) for more information

# 02

## The appointment

Chair Risk, Audit & Finance Committee / Vice-President, Finance

Role and candidate specification

The Chair Risk, Audit & Finance Committee is an Honorary Officer as described in the Royal Charter and Bye-laws. They are elected by Council and can serve for a maximum of two consecutive terms of three years each.

The Vice-President, Finance chairs the Risk, Audit & Finance Committee and is an *ex officio* member to the Trustee Board and Council. They are responsible to the Trustee Board.

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## Responsibilities

### The Institute expects its Vice-President Finance to undertake the following:

- Lead and manage the work of the Risk, Audit and Finance Committee in accordance with the Risk, Audit and Finance Committee Terms of Reference; and lead and manage the work of the Finance Sub-Committee
- Hold a Risk, Audit and Finance Committee meeting with the BCS Group's auditors as part of the annual financial audit process and ensure that the appointment of the external auditor is reviewed annually
- Ensure that, having consulted with the Group CEO and the Group Finance Director, the Risk, Audit and Finance Committee considers the financial, reputational and other risks to the achievement of the Charity's objectives and budget, and whether adequate internal controls and mitigating actions are in place to manage these risks
- Review relevant issues relating to subsidiary undertakings of the Institute, in cooperation with those entities, to discharge its responsibilities effectively
- Report to Trustee Board on the Risk, Audit and Finance Committee's progress in achieving its objectives, and make recommendations to Trustee Board in respect of audit, assurance, compliance, governance, business planning and financial risk management
- Lead ad hoc governance reviews as requested by Trustee Board

### Additional experience, skills and competencies desirable (beyond the Vice-President generic specification)

- Wide financial and accounting skills — ideally an accountancy qualification (CCAB or CIMA)— with knowledge of relevant financial reporting standards and the Charities SORP (Statement of Recommended Practice)
- Understanding of the principles and practice of good corporate governance including guidance issued from time to time by the regulator, currently the Financial Reporting Council (FRC), such as that on Audit Committee board effectiveness and risk management, internal control and related financial and business reporting
- Experience as a member of an Audit Committee in the private, public, academic or third sector
- Familiarity with the relevant requirements of the Charities Act 2011 and associated Charity Commission guidance

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## Candidate specification

Preference will be given to candidates who meet as many of the following criteria as possible. It's recognised that no candidate is likely to satisfy all these criteria.

Chair Risk, Audit & Finance  
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### Experience/competence

- Has an affinity with the Institute's charitable objectives
- Experience at a senior level on the board of a sizeable organisation (turnover >£20M); relevant experience at board level and non-executive directorship in the sector; be a qualified CCAB or CIMA accountant, experience in finance and risk assessment is required.
- Non-executive directorships in the IT sector would be relevant but not essential
- Familiarity with the process of strategy development and rigorous assessment of strategy implementation options.
- Experience in the qualifications/training sector
- Experience in key UK vertical markets such as finance, health, public sector, telecommunications etc.
- Knowledge of key markets beyond the UK (North America, Middle East, India, China etc.)
- A proven track record in commercial leadership and business development
- Experience in successful product/service assessment and development
- Familiarity with the process of establishing and monitoring effective performance metrics
- Awareness of the challenges of working and communicating with a diverse range of stakeholders
- The Trustee Directors are expected to attend meetings of the Learning & Development Board, Trustee Board and Council
- Professional membership is required for Honorary Officer appointments and chartered status is desirable (not necessarily CITP)

### Temperament and personality

- A strong and positive personality, constructive/progressive in nature, with an ability to develop positive working relationships and to contribute vigorously to the Board's development of strategy
- An ability to advise sensibly, question intelligently, debate constructively, challenge rigorously, decide dispassionately and follow up appropriately
- A strong communicator, capable of successfully sharing the Committee's agreed vision and objectives with all stakeholders



# 05

## Other details

### Process and timescales

This role is subject to a shortlisting process. Interviews are expected to take place in January 2026.

Nominations Committee recommends candidates and Council elects candidates.

Successful candidates will be required to attend and present to Council in May 2026.

## Further information

### Confidentiality notice

Any information you provide about yourself will be reviewed by the BCS Nominations Committee / Trustee Board and Council for the purposes of this application process.

### Striving for equality and diversity

BCS is committed to improving equality and diversity in the profession. We therefore welcome applications from candidates who are under-represented such as women, ethnic minority groups, people with disabilities, the LGBTQ+ community and people who are neurodiverse.

### Registrar contact details

Please contact our Registrar team for more details: [registrar@bcs.uk](mailto:registrar@bcs.uk)