

# Role description: IMI Treasurer

## Role Overview:

The Treasurer is a vital member of the IMI Board of Trustees, responsible for leading the financial governance of the charity. As a Trustee, the Treasurer shares equal responsibility for overseeing IMI's mission to create inclusive, safe, and inter-sectarian spaces for Muslim worship, learning, and community building. The Treasurer works closely with the Board, Operations Manager, and senior staff to ensure sound financial management, transparency, and sustainability.

## Who We're Looking For:

We seek a reliable and knowledgeable individual who:

- Understands charity finance and governance, ideally with relevant financial experience.
- Is confident discussing financial matters with Trustees, staff, and stakeholders.
- Has experience preparing and interpreting financial reports.
- Shares a commitment to [IMI's Core Values](#) and mission.
- Works well collaboratively and communicates effectively with diverse groups.
- Is passionate about supporting our mission and community.

## Principal Responsibilities:

### Financial Governance

- Lead the production and review of financial reports, budgets, and audits.
- Ensure compliance with financial regulations and charity law.
- Monitor financial management and controls alongside the Operations Manager and Board.
- Sign off on grant applications, audits, and financial paperwork.
- Oversee financial risks and safeguard the charity's assets.
- Keep the Board informed and confident about IMI's financial position.

### Board Engagement and Collaboration

- Work collaboratively with Trustees, the Chair, Vice Chair, and Operations Manager to integrate financial oversight into strategic decision-making.
- Support the Board in understanding financial responsibilities and implications.
- Participate actively in quarterly Trustee meetings and other governance activities.
- Contribute to Trustee recruitment, training, and development, especially in financial governance.
- Diligently follow the IMI Board Terms of Reference and other relevant policies.

### **External Relations and Representation**

- Represent IMI's financial governance standards with professionalism and integrity.
- Maintain positive working relationships with funders, auditors, and financial partners.

### **Time Commitment:**

- Attend four quarterly Board meetings per year, each approximately two hours.
- Engage in preparation and follow-up on financial matters and Board decisions.
- Participate in occasional additional meetings for urgent or specific issues.
- All Trustees are encouraged to attend IMI community events where possible to stay connected with our work.

### **Benefits of the Role:**

- Opportunity to shape IMI's financial strategy and ensure its sustainability.
- Access to training and development in charity governance and finance.
- Gain valuable governance experience to enhance your professional portfolio.
- Be part of a dynamic, values-driven organisation at an exciting stage of growth.
- Supportive Board culture prioritising wellbeing, inclusion, and access.

### **Term:**

- Trustees, including the Treasurer, serve a term of five years and may serve up to two consecutive terms.

## Eligibility

To be eligible, you must:

1. Live in the UK.
2. Must not be disqualified by law from being a trustee.
3. Must be at least 18 years old.

You can read more about these rules [on the government website](#).

## Application Process

To apply, please [fill in the online form and upload your CV](#).

Deadline to apply: **30 June 2026**

Interviews will take place online. Applications will be reviewed on a rolling basis – this position may close early if we find the right candidate(s).

For further information or if you'd like to discuss access requirements, please email [admin@inclusivemosque.org](mailto:admin@inclusivemosque.org).

# More about IMI

## What Does Inclusive Mosque Initiative Do?

We have two main streams of work:

1) Campaigning for safer, more inclusive support services.

We work with the mental health, domestic violence, and LGBT+ sectors to address the root causes of racism, ableism and misogyny, which stop Muslims from getting the help they need. Our key messages in our campaigning work are:

- Racism is connected to other forms of harm including misogyny, ableism, queerphobia and transphobia.
- Systems that support racism (like the asylum system) are designed that way on purpose. We need to be intentional and strategic to get rid of them.
- We can often keep each other safe without needing the police. Many victims of violence are more likely to seek help if they don't have to deal with the police or the court system. To help Muslims get the support they need, we should focus on alternatives to policing and encourage those who have caused harm to get help as well.
- Society should provide communities with the resources they need instead of just trying to "save" them. This approach helps ensure that any support is meaningful and effective.

2) Community mosque events and paid-for services.

We host community events like Eid, Ramadan, and Halaqa events. We really need volunteers to help make these events happen, so a big part of IMI's work is finding, training, and supporting volunteers. We also offer Islamic marriage ceremonies, which we charge for.

## How is IMI Funded?

We mainly get funding from charitable trusts and foundations. We also get income from public donations, consultancy work, and offering paid-for services like Muslim marriage ceremonies. We don't accept funding from the government.

## What are IMI's priorities for the next few years?

We want to:

1. Make sure we have enough volunteers to run regular community events.
2. Create a plan for increasing our income (such as donations) to make sure our community events are sustainably funded.
3. Increase our core funding so we can hire more staff.
4. Develop ways to track how effective our campaigns are.
5. Set up systems to monitor our progress, evaluate what works, and use feedback from our community to make improvements.

6. Recruit, train, and expand our group of volunteers to lead prayers.
7. Share what we've learned with Muslims in the UK who want to make changes in their own mosque communities.