

RADIOLOGY and ONCOLOGY CONGRESSES

A charitable company limited by guarantee
Registered in England and Wales
Registered No: 04075344
Charity no:1087939

www.ukio.org.uk

Candidate Pack

Radiology & Oncology Congresses: Treasurer & Trustee

Are you looking for a role where you can contribute to advancing science and medical education to make a significant impact on the world of radiology and oncology? We are seeking a dynamic and visionary treasurer to join a collaborative and forward-thinking board to help steer the course of the prestigious Radiology and Oncology Congresses.

About us

Radiology & Oncology Congresses is a charity, the object of which is to advance education in radiology, oncology, and related sciences, particularly by the provision of congresses pertaining to the radiation sciences as applied to medicine and, the dissemination for the public benefit, of the useful results of reports of research arising from such congresses. The Charity was set up by three professional bodies (The College of Radiographers, the British Institute of Radiology, and the Institute of Physics and Engineering in Medicine) who each nominate two Director Trustees.



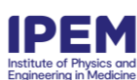
ROC Events Limited is the operating subsidiary of Radiology and Oncology Congresses that oversees the organisation of the United Kingdom Imaging & Oncology Congress which is held annually - UKIO.

We are seeking a new Trustee to join the Board and act as Treasurer and Trustee, and Director of the Trading subsidiary, Radiology and Oncology Congresses Events Limited. In addition, the Treasurer will chair the Finance sub-Committee.

Key responsibilities:

- Overseeing the financial affairs of the organisation and ensure they are legal, constitutional and within accepted accounting practice.
- To chair the Finance Committee and to take a lead in interpreting financial data supporting other Committee members as required.
- Overseeing the production of necessary financial reports/returns, accounts, and audits.
- Monitoring and reporting on the financial health of the organisation; regularly reporting the financial position at committee meetings (balance sheet, cash flow etc).
- Overseeing the production of an annual budget and proposing its adoption.
- Appraising the financial viability of plans, proposals, and feasibility studies.
- Ensuring proper records are kept and that effective financial procedures are in place.

Member Organisations:



The British Institute of Radiology,
The College of Radiographers and
The Institute of Physics & Engineering in Medicine



- Acting as a second signatory on bank account payments.
- Leading on appointing and liaising with the auditors.

Essential criteria:

- An accountancy qualification (ICAEW, ACCA, CIMA or equivalent) with knowledge and experience of Charity SORP.
- Strategic vision and planning skills.
- Strong financial analysis skills.
- Ability to communicate clearly.
- Willingness to work as part of a team to deliver the objectives of the Charity.
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of being a Trustee.
- A commitment to the organisation and an interest in, and sympathy for, medical sciences.

Time commitment

The Treasurer will serve a three-year term to be eligible for reappointment at the end of each term for one additional term.

The Treasurer of the Radiology and Oncology Congresses will also be a Director of ROC Events Limited.

There are four meetings per annum of each board, with two being usually held face to face and two held virtually. This combination can be changed accordingly, as, and when required. The three member organisations (two in Central London, one in York) take turns to host the face-to-face meetings which can also take place during the annual congress (which will take place in Liverpool for the foreseeable future). The Finance Committee meets four times per year.

There are an additional four meetings for the ROC Events Board and an annual strategy day. You would be encouraged to attend the UKIO annual event which takes place over four days in June.

The role is a voluntary position which is unremunerated.
Reasonable travel expenses are paid.

Our commitment to diversity, equality and inclusion

We firmly believe that diversity is a catalyst for creativity and innovation, and as such, we are fully committed to fostering equality, diversity, and inclusion within our workforce and Boards. Our ultimate objective is to ensure that the composition of our Board of Trustees is representative of all sections of society. To achieve this, we actively encourage individuals from diverse backgrounds and communities to apply, with a particular focus on promoting participation from individuals of ethnically diverse backgrounds.

Timetable

Closing date	Friday 19 th April 2024 at 12pm
Shortlist meeting	w/c 22 nd April 2024
Final panel interview	w/c 29 th April 2024

Member Organisations:



The British Institute of Radiology,
The College of Radiographers and
The Institute of Physics & Engineering in Medicine





How to apply

To organise an informal phone conversation to discuss the brief in further detail, please contact our retained consultants Will Worthington and Nicholas Rimikis at Morgan Hunt Executive.

0207 419 8921/ 07884 696 980

will.worthington@morganhunt.com

nicholas.rimikis@morganhunt.com

Member Organisations:



The British Institute of Radiology,
The College of Radiographers and
The Institute of Physics & Engineering in Medicine

