



*Findon Village Hall Trust
Findon Village Hall
High Street
Findon
Worthing
West Sussex
BN14 0TA
www.findonvillagehall.com*

Volunteer Treasurer Needed

Findon Village Hall trust are seeking a Volunteer to join the friendly team running our Village Hall. The Treasurer's responsibilities include liaising with our Book Keeper and Bookings Secretary, ensuring payments in and out are accurate and timely, processing expense claims, filing the annual Charity Commission Report and attending trust meetings. Applicants should be well organised and computer literate so as to manage email correspondence and online banking.

If you are able to commit to an average of five hours a week we would love to hear from you - simply email cgear04@gmail.com with your contact details and we will be in touch.