

## **Peter McVerry Trust: Director of Finance** **(<https://www.activelink.ie/node/116515>)**



### **Job title: Director of Finance**

**Department:** Finance

**Reporting to:** CEO

**Salary:** Salary commensurate with experience starting point 86974

**Hours:** 39 hours per week

**Location:** Sherrard St, Dublin 1

**Contract type:** Permanent

### **Role overview**

Peter McVerry Trust is a national housing and homeless charity committed to reducing homelessness and the harm caused by substance misuse and social disadvantage. Peter McVerry Trust provides low-threshold entry services, primarily to younger persons with complex needs, which offer pathways out of homelessness within a framework of equal opportunities, dignity and respect.

We are looking for a strategic, forward-thinking finance leader who is inspired by our work, our vision and our values. As our Director of Finance, you'll play a central role in shaping the Trust's financial future - ensuring our sustainability, strengthening our governance, and guiding on how we use resources to make the biggest possible difference in the lives of the people we work with.

As a vital member of our Senior Management Team, the Director of Finance plays a key role in shaping the future of the organisation. Reporting directly to the CEO, you will lead with purpose, integrity and vision, guiding our financial strategy, and embedding robust governance across all aspects of our organisation.

We are looking for an experienced and dynamic leader with a track record of success who will inspire the team and stakeholders who, together, enable our vital work. The successful candidate will be someone with exceptional financial leadership skills, a collaborative approach to building alliances and trust, and a demonstrable commitment to, and understanding of, the values and ethos of our work.

### **Responsibilities**

#### **Leadership & Strategy:**

- Lead and inspire a high-performing finance team, promoting a culture of transparency, trust and accountability.
- Take an active role in the strategic management and development of Peter McVerry Trust as a member of the Senior Management Team.
- Establish and promote finance policies and practices that underpin Peter McVerry Trust's culture and vision.
- Develop, drive, and manage the implementation of budget forecasting in line with PMVT's overall strategic plan.
- Provide updates to the Board, the Finance Committee and the Senior Management Team on key financial and business performance and financial risk.
- Lead staff effectively ensuring they receive appropriate supervision and support, that their development needs are met

and relevant records are maintained.

- Provide effective leadership and management of Finance and Governance to ensure development and implementation of strategies and effective practices across all operational areas.
- Lead and manage Peter McVerry Trust's governance and reporting requirements within the areas of Finance, and Audit.

## **Finance:**

- Deliver a complete and efficient finance function to assist Peter McVerry Trust in achieving its strategic targets.
- Business Decision Support – Oversee the Finance team in providing accurate, timely and relevant information on financial and business performance to the Senior Management Team and provide financial information to deliver recommendations where appropriate.
- Financial Reporting – Oversee the production of financial statements under FRS102 and SORP2015; optimising month end close process; managing all aspects of revenue recognition and technical accounting implications within PMVT.
- Provide financial input on property acquisitions, refurbishments, leasing agreements, and regulatory reporting for Approved Housing Bodies.
- Budgeting and Forecasting – Provide accurate information and analysis for Board reporting; working with the Senior Management Team to devise and implement the annual budget and a three-year plan. Produce monthly financial forecasts for the CEO, the Senior Management Team, the Board and the Finance Committee.
- Work closely with the fundraising and development teams to support financial components of grant applications, capital bids, and donor reporting.
- Costs – support the devolved budgeting process and provide continuous focus on cost control. Oversee the production of departmental cost analysis to support budget management and decision making.
- Risk & Controls – working closely with the Senior Management Team continuously monitor the risk profile and internal control environment to identify weaknesses / control gaps for escalation to the SMT and the Board. Ensure a robust financial control environment to safeguard PMVT's assets.
- Regulation, Audit & Compliance – Manage the day-to-day financial, regulatory and taxation matters of Peter McVerry Trust, ensuring compliance with all requirements – audit, tax, regulatory, legal and banking. Act as the key point of contact for the External and Internal auditors managing contracts and act as liaison with the Finance, Audit & Governance Committee. Ensure robust financial controls are in place to manage a range of public funding sources, including funding from the Department of Housing, HSE, DRHE, Tusla, and Local Authorities.
- Oversee compliance with Service Level Agreements (SLAs), funder-specific reporting requirements, and expenditure monitoring.
- Annual Reporting – In partnership with the Director of Corporate Services, support the production of the annual reporting and annual financial statements process for Peter McVerry Trust, and support the Board governance operations and compliance with the CRO and relevant regulatory bodies.
- GDPR - Responsible for ensuring financial systems comply with GDPR/data security standards.

## **Strategic Impact:**

- Strategic Leadership: Shape and guide funding strategies, ensuring alignment with Peter McVerry Trust's mission and long-term goals.
- Oversight & Governance: Monitor all financial distribution processes in association with the Senior Management Team, ensuring transparency, compliance, and effectiveness.
- Relationship Management: Foster relationships with key stakeholders to enhance trust, impact and collaboration.
- Regulatory & Ethical Compliance: In conjunction with the Senior Management Team, ensure adherence to legal, financial, and ethical standards across all funded initiatives.

## **Performance & Change:**

- Work with the Senior Management Team to develop and deliver operational capacity, capability, efficiency and effectiveness:
- Planning - Coordinate financial planning and delivery on annual operational objectives / targets.
- KPI reporting – Play an active role in the management of financial performance of the organisation through daily/weekly/monthly reporting, challenging performance and driving positive change.
- Processes & Systems – Further develop reporting processes and financial systems, driving continuous improvement of finance processes and systems.
- Policies & Procedures - Develop operational policies, procedures and processes and ensure they are followed and reviewed when required.
- Change Management - Support the analysis and development of change management strategies to enable successful project deliverables.

# Experience required

## Person Specification:

### Essential Skills and Experience:

1. A professionally qualified accountant with at least 7 years post qualification experience.
2. A strategic leader with proven capability in a similar sized organisation (NGO or other).
3. Qualification/experience in corporate governance advantageous in this role
4. The skills to lead, develop and manage at senior level, demonstrating excellent leadership, people management skills, emotional intelligence, and a clear collaborative approach based upon mutual respect and understanding.
5. Demonstrated capability to think broadly, considering a wide range of internal and external factors when solving problems.
6. Excellent oral, written communication and interpersonal skills and the ability to engage at a very senior level with a strong track record of stakeholder management.
7. Demonstrated experience/understanding of the role of a Board of Directors and corporate governance.
8. Significant IT and reporting skills. The Director of Finance is expected to have a high degree of computer literacy and well-developed skills in the use of spreadsheets, databases, accounting packages and web-based systems.
9. Flexibility: demonstrable experience of structuring workload and conflicting demands and feeling comfortable managing the multiple dimensions of the role.
10. Working knowledge of the charity, not for profit sector, and SORP2015.

### Key Competencies:

- The Director of Finance is required to influence strategy in areas of responsibility to ensure innovation in administrative systems to enhance the efficiency of the organisation and to ensure that the department operates in accordance with and complies with a range of Peter McVerry policies and procedures to meet the demands of a diverse, high-level group of stakeholders.
- The Director of Finance requires high level strategic planning, conceptual, analytical and complex problem-solving skills to adapt new concepts and opportunities and implement appropriate solutions. Exceptional stakeholder management skills are required to align competing needs and priorities with the strategic goals of the organisation.
- The Director of Finance must maintain a sound understanding of the mission of Peter McVerry Trust, the Trust's policies and standards, and be alert to the broader issues relevant to the areas of responsibility.
- The Director of Finance will be responsible for working with the Chief Executive and Board of Directors to manage all organisational budgets.
- The Director of Finance is a proactive member of the PMVT Senior Management Team. The role requires the Director of Finance to exercise collaborative leadership, professional expertise, and management skills to ensure successful project and programme delivery.
- The Director of Finance will be required to undertake a wide range of tasks and work across a diverse stakeholder group, interacting effectively with PMVT employees, the PMVT Senior Management Team and the PMVT Board of Trustees.

## Other information

All employees are required to adhere to PMVT's policies and procedures including but not limited to;

- Confidentiality: it is a condition of service that all information obtained during the course of employment, especially with regard to participants affairs is treated with the strictest confidence.
- Equal Opportunities: to implement equal opportunities into your daily practice at all times.
- Health and Safety: to be responsible for your own health and safety and that of your colleagues in accordance with relevant PMVT policies and procedures.
- Child Protection: follow all child protection legislation, regulations, and guidelines including the PMVT Child Protection and Safeguarding Policy.

## Benefits

- Attractive Salary
- Core Professional Training and CPD
- Cycle to Work Scheme and Tax Saver
- Death in Service Benefit
- Employee Assistance Programme Career progression opportunities

## How to apply

To apply, please download the application form available at [pmvtrust.ie/careers](https://pmvtrust.ie/careers/) (<https://pmvtrust.ie/careers/>) and return to [recruitment@pmvtrust.ie](mailto:recruitment@pmvtrust.ie) (<mailto:recruitment@pmvtrust.ie>).

Closing dates for applications is 30th July 2025.

Peter McVerry Trust is an equal opportunities employer.

### Region

Dublin 1

### Date Entered/Updated

30th Jun, 2025

### Expiry Date

30th Jul, 2025

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