

PROJECT FREEDOM

Project Freedom is seeking a Treasurer on a voluntary basis - Can you help?

Project Freedom is a LGBT+ volunteer-led community organisation, which is comprised of two projects:

- **Pride of Place Living:** A Housing project that aims to construct 70 high quality, fully accessible, flexible and affordable homes in central Leeds.
- **Pride of Place:** The creation of a Cultural and Community Arts Centre for the LGBTQ+ community in Leeds.

Project Freedom is at an exciting stage of development and is seeking a Volunteer Treasurer to ensure it continues to have robust financial procedures as it moves forward.

The Role of Volunteer Treasurer

Time commitment: c. 1hr/week commencing February 2021

1. Work with Committee members to set the annual core budget based on funding received.
2. Provide a monthly report to Committee meetings, including updates on spend to date against core and other budgets.
3. Advise Committee on the financial implications of issues and decisions.
4. Manage the Project Freedom bank account, arranging oversight of other signatories and arranging payments as needed.
7. Prepare end of year balance sheets and present to Committee and AGM.
8. Assist Committee with funding applications for the two projects.
9. If required by the levels of funding received, prepare accounts for annual audits, liaise with auditor and present audit report to Committee.

If you are interested in this volunteer role then please email your contact details to projectfreedomleeds@gmail.com

Further information about Project Freedom can be found on its website
<https://projectfreedomleeds.com/>