



# Scripture Union

## **JOB PROFILE: Internal Auditor (Volunteer)**

Scripture Union is a national mission-movement, the aims of which are to create opportunities for children and young people to explore the Bible, respond to Jesus and grow in faith. Our priority is to reach those who don't yet know Jesus. In all its work, Scripture Union aims to care for children and young people, share God's good news, and offer choices and opportunities, whilst being credible, relevant and inspiring.

### **Purpose of the job**

To support the trustees and senior staff team in ensuring compliance with statutory requirements, competent management of risks, responsible stewardship of resources, and implementation of best practices.

### **Accountability**

The Internal Auditor is accountable to the Honorary Treasurer of Scripture Union and has access to Board and staff members as needed.

The Internal Auditor is a member of the Audit and Finance Committee.

### **Activities**

- Identify priority areas for audit activity in consultation with the Audit and Finance Committee and the Director of Finance and Services.
- Carry out objective reviews of business, financial and risk management systems and processes at the national office and/or regional locations, as agreed.
- Report on findings from audit activities – recommending corrective actions and identifying opportunities for improvement.
- Guide the development and implementation of improvement plans and provide consultancy support to responsible managers.
- Further the aims and objectives of Scripture Union, working in accordance with its ethos.

### **Preferred Experience and Qualifications**

- A committed Christian in agreement with the aims and beliefs of Scripture Union.
- Relevant business, financial and risk management capabilities and experience.
- Analytical and conceptual thinking skills and the ability to identify opportunities for change and improvement.
- Ability to establish effective working relationships with staff and volunteers.
- Ability to work on own initiative.

### **Time commitment**

- Availability is required to undertake typically two internal audits and attend four Audit and Finance meetings a year.