



**Safe
Families**



**Home
for Good**

MANAGEMENT ACCOUNTANT

INFORMATION PACK

APPLICATION DEADLINE

Sunday 4 May

Safe Families for Children UK includes both Safe Families and Home for Good and is a Registered Charity in England and Wales No. 1150405 and Registered Charity in Scotland No. SC048207 and Company Limited by Guarantee Registered in England and Wales No. 08134971. The Registered Office is 4 Diamond Court, Kingston Park, Newcastle upon Tyne, NE3 2EN.

INTRODUCTION

Thank you for your interest in the Management Accountant post. This information pack outlines the role and provides information about Safe Families and Home for Good and includes:

- An introduction to Safe Families, Home for Good and the National region
- Job Description
- Person Specification
- Essential employment information

As Safe Families and Home for Good we exist to ensure every child has a safe, nurturing home, and every family has the support they need to overcome challenges.

We are a fast growing team of 200+ staff and 5,000+ volunteers offering hope, belonging and support to children, families and care leavers. We do this primarily with and through the local church. Everyday we hear where lives are transformed through someone offering hospitality and belonging, simply being there for someone who needs a friend or family. We are driven

by these acts and the stories that result.

We are looking for people who embody our values to become part of our thriving, innovative team, dedicated to empowering churches and individuals to make a real difference.

We care deeply about this being a place where you can bring your whole self to work and believe that having a loving and supportive work environment is vital to our own ability to belong.

We are passionate about increasing the diversity of our team particularly with respect

to representation from those who have lived experience with the social care system as well as black and minority ethnic groups. We believe that diverse teams are more effective teams.

We are excited you are exploring joining us and we look forward to getting to know you,

Love,

Kat Osborn
Co-CEO Safe Families and Home for Good



Safe Families vision is that no one should feel alone and so Safe Families seek to create relationship and connection for children and their families so that they can thrive. Like Home for Good, Safe Families partner with the church to train and support their members to offer hope and belonging to families.



Home for Good's vision is to find a home for every child who needs one through fostering, adoption and supported lodgings for teenagers. Home for Good works with the Church to inspire and support individuals and families to respond to the needs of children and young people in care, and particularly those who wait the longest for the right home.



NATIONAL TEAM

The Safe Families and Home for Good National Team covers everything that drives Safe Families forward. Communications, Fundraising, Advocacy, Solutions & Systems, Finance, People & Culture and Training - as a team we do everything possible to help provide the best support for children, families and churches

Made up of over 30 people based in offices all over the UK, our team is caring, passionate and talented. We've more than doubled in size in the last couple of years, so there are lots of exciting opportunities for growth!

Our work together is primarily virtual but we make it a priority to meet face-to-face as often as possible to build strong relationships.

STUART MAIN

Head of Information Technology & Solutions



**Safe
Families**



**Home
for Good**

10,964

Families
connected into
community



812

Enquiries into
adoption, fostering
and supported
lodgings in 2024



1,455

Churches and
community
groups



25,314

Children
supported



5,398

Current
volunteers



68

Peer support
groups



10,472

Bed nights

Figures accurate as of 1st April 2025





Tam's Story

Tam had 2 young children when she needed to move into temporary accommodation for her and the children's safety. She grew up in care and had no support network but desperately wanted to do the best for her children.

Safe Families were able to put 5 volunteers from 2 local churches around Tam and over a period of 18 months. They all played different roles in helping her gain the confidence she needed to start to thrive.

Peter and Vivienne would help look after the children and became like the grandparents they never had.

Ray and Sue helped Tam find a home and taught her how to look after the garden – they even built a shed together.

Mary would grab shopping for Tam and be someone she could speak to when she needed to connect.

Tam said “They were so supportive. I couldn't ask for more. When you are in a bad place they help make it positive. So you're not on your own.”

WATCH TAM'S STORY

Scan the QR code or visit
safefamilies.uk/tams-story





Matt's* Story

Matt* shares how Home for Good have been part of his family's journey towards adoption.

I remember not long after we were married, a Home for Good speaker came to our church. The message he shared was inspiring, and it touched my heart – I'd wanted to adopt for as long as I could remember. But it didn't feel like the right time for us yet, as we were thinking about having birth children before adopting.

Three birth children later, and we went to a few initial adoption meetings and information sessions, where we were told that we should wait until our birth children were a little bit older – we know now this is pretty common. So, we had to wait for a while.

But when our youngest had reached the age recommended to us, I remembered that speaker at church all those years ago, and decided to call Home for Good. I spoke to a really helpful member of the team, and after some conversation with them they referred us on to Adoption Matters, who they work closely with, and that got the ball rolling.

Home for Good talk about the whole Church having a part to play in showing welcome and care to children and teenagers who have been in care, and our church has been a really brilliant source of support to us.

When we began the process, we shared it with our church family, and we had members of our church praying for us at every step of the way. We had people in our church give references for us. We had members of the church come along to the ceremony when our little girl legally became a member of our family.

We went to Festival Manchester as a family in 2022. We were walking through the field, there were people everywhere. Through the crowd, we spotted someone in a Home for Good t-shirt.

We said hello, and had a conversation, and my wife and kids took a photo with their big Home for Good sign. It felt like a full-circle moment. Way back before we had any children, we met Home for Good and were inspired as they shared about God's heart for family.

Home for Good were our first point of contact when we were ready to begin our adoption journey. And now here was my family, cuddled together inside a Home for Good picture frame, our little girl in the middle of our family picture.

*Name and image changed to protect identity

OVERVIEW OF MANAGEMENT ACCOUNTANT

The Management Accountant role is a key role within the Safe Families and Home for Good Finance team. We require an individual to support the Head of Finance with the preparation of monthly management accounts and other key finance tasks.

The role comes at an exciting time of growth as we expand following merger of two charities, Safe Families and Home for Good.

The key purpose of this role is to ensure accurate and timely reporting of all financial information with systems and processes operating effectively.

You'll need to be organised, able to work solo as well as part of a team, and have knowledge of accounting software. You should have integrity, excellent mathematical skills, and an understanding of data privacy and confidentiality standards.

You would work as part of the national team which includes all nations of the UK, and you will need to be able to travel and work predominantly across one of our main offices.

EMPLOYMENT INFORMATION

JOB TITLE

Management Accountant

LOCATION

Flexible but based at one of our regional offices: (Birmingham, Cardiff, Darlington, Dudley, Edinburgh, Leicester, Lincoln, London, Newcastle, Nottingham, Skelmersdale, Southampton, Swindon). Flexible remote working available for some hours a week.

CONTRACT TYPE

This is a permanent contract.

HOURS OF WORK

Part time 0.6 (22 hours 30 minutes)

START DATE

July 2025

REPORTS TO

Head of Finance

SALARY

£ 35,565.00 - £ 38,565.00 (pro rata FTE 0.6 £ 21,339.00 - £ 23,139.00) (+£3,000 for London Weighting). Dependent on skills and experience.

HOLIDAY ENTITLEMENT

36 days annual leave allowance (inclusive of bank holidays and Christmas closure), option to purchase additional leave and extra days added to your allowance with length of service. Pro-rated for part time staff.

EMPLOYEE BENEFITS

After three months automatic enrolment into a generous salary sacrifice scheme with Aegon Retirement Choices. YuLife (Life insurance) and access to the employee assistance programme.

PERIOD OF NOTICE

4 weeks notice by either party, following a successful probation period.

ROLE RESPONSIBILITIES

MONTHLY MANAGEMENT ACCOUNTS

1. Monthly Management Accounts
2. Produce monthly management accounts
3. Financial reporting including Variance Analysis.
4. Preparation of forecasts
5. Balance sheet reconciliations including Salary and Pension control accounts
6. Preparation of quarterly Local Authority reports
7. Communicating and interpreting financial data to non-financial managers
8. Liaise with Finance Assistants on Aged Debtors and Creditors to ensure payments are received and paid in-line with contractual payment terms.

BUDGETS

9. Assist in preparation of budgets and reports to Finance Subgroup
10. Assist with preparation of budgets for Funding bids to Local Authorities and Trusts and Foundations

YEAR END ACCOUNTS

11. Assist with preparation of Statutory accounts
12. Support with statutory audit.

OTHER AREAS

13. Ensuring compliance with financial regulations and standards.
14. Take part in team meetings, prayer and devotions.
15. Take an active role in fundraising for the work of Safe Families. This includes, but is not exclusive to, engaging in finding monthly financial supporters, participating in sponsored events and helping Safe Families connect with local businesses.

PERSON SPECIFICATION

ESSENTIAL CHARACTERISTICS

1. Passion for the vision of Safe Families
2. Approachable and encouraging
3. High attention to detail, with an ability to spot numerical errors

ESSENTIAL SKILLS AND ABILITIES

4. Qualified Accountant (ACCA/ACA/CIMA).
5. Excellent organisational and time management skills and the ability to work solo.
6. Experience using financial management software.
7. High level of numeracy and attention to detail.
8. Excellent written and verbal communication skills
9. Experience using Microsoft Office products, particularly Microsoft Excel.

DESIRABLE EXPERIENCES, SKILLS, KNOWLEDGE AND QUALIFICATIONS

10. Previous experience in a similar role.
11. Experience using Xero.

FURTHER NOTES

EQUALITY

Safe Families and Home for Good actively encourage applications from Black, Asian and minority ethnic background candidates

SAFEGUARDING

Completion of the recruitment process will involve the candidate being screened through an Enhanced DBS check. A criminal record will not necessarily be a bar to obtaining a position. A copy of our Rehabilitation of Offenders policy statement is available on request from recruitment@safefamilies.uk

If applying for a role in Northern Ireland, the application to AccessNI is governed by the AccessNI Code of practice which can be found [here](#).

APPLICATIONS

To apply please complete the application form via our website prior to the closing date - Tuesday 06 May
safefamilies.uk/vacancies

If you would like to discuss this role further please contact **Ian Maith**
ianmaith@safefamilies.uk
07917 195503
or email recruitment@safefamilies.uk

APPLY NOW



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**Home
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