

Ledger 2025

			PURCHASE	BANK	FUN	CHARGE
To	Bank	Treasurer for AGA Council.	AGA & N	New Trustee	Treasurer	06/11/25
	Alasdair	Alasdair Gray FRSL				



Call for Trustees:

TREASURER

Closing date: Thu 6th Nov. 5pm

Volunteer Position Overview

Closing date is 6th of November 2025.

			PURCHASE	BANK	FEES	CHARGE
6	Bank Account	Treasurer for AGA Board Alasdair Gray AGA	AGA & N	New Trustee	Treasurer	06/1/15

Position: Treasurer

Organisation: The Alasdair Gray Archive

Location: The Whisky Bond, 2 Dawson Road, Glasgow, G4 9SS

Time Commitment: Approximately 4 hours per month, plus attendance at monthly board meetings

Type: Volunteer (unpaid)

About the Alasdair Gray Archive

The Alasdair Gray Archive is a public resource dedicated to celebrating, preserving, and promoting the life, work, and legacy of Alasdair Gray (1934–2019) — renowned writer, artist, and cultural figure. The Archive offers access to his creative works through exhibitions, workshops, research assistance, and community outreach.

Role Summary

As Treasurer and member of the Board of Trustees, you will be responsible for overseeing the financial wellbeing and governance of the Archive. This strategic role involves supervising financial processes and collaborating closely with external accountants to ensure prudent management of resources and long-term organisational sustainability.

Main Duties

- Prepare, review, and present budgets, financial statements, and reports to the Board.
- Ensure robust financial controls and compliance with charity and company regulations.
- Monitor the Archive's financial status and provide advice on the financial impact of strategic decisions.
- Assist in preparing annual reports and statutory financial returns.
- Act as a signatory for payments and funding applications when required.
- Work alongside staff, volunteers, and external advisors on finance-related matters.
- Manage risk and ensure appropriate levels of financial reserves are maintained.
- Promote transparency, accountability, and best practices in financial management.

			PURCHASE	BANK	FEI	CHARGE
6	Sorcha Dallas	Treasurer for AGAA Board Alasdair Gray FRS	AGAA N	New Trustee	Treasurer	06/11/25

Person Specification

Essential:

- Relevant qualifications and experience in finance, accounting, or business management.
- Strong numerical skills and the ability to clearly communicate financial information.
- Knowledge of governance, risk management, and compliance within the non-profit sector.
- Commitment to the values and mission of The Alasdair Gray Archive.
- Availability to dedicate time and expertise to the role.

Desirable:

- Previous experience serving as a trustee or treasurer for a charity or cultural organisation.
- Familiarity with charity finance and reporting standards in Scotland/UK.
- Interest in the arts, literature, or cultural heritage.

Time Commitment

- Monthly Board meetings (in-person or virtual).
- Around 4–6 hours per month for reviewing finances, liaising with the team, and preparing documentation.
- Additional hours during budgeting and year-end reporting periods.

What We Offer

- The chance to contribute meaningfully to a unique cultural archive.
- Collaborative and supportive board environment within a creative community.
- Insight into the arts and cultural heritage sectors.
- Comprehensive induction and ongoing support to help you thrive in the role.

To apply or learn more, please contact:

- Sorcha Dallas, Custodian sorcha@thealasdairgrayarchive.org

Closing Date for Applications:

- Thursday 6th of November 2025 at 5pm

The Alasdair Gray Archive, Scottish Charity No. SCO52417
The Whisky Bond, 2 Dawson Rd, Glasgow, G4 9SS