

Vacancy – Treasurer

Role: Treasurer of Protection International AISBL (unpaid volunteer position)

Location: Global

Mandate: Three-year term, renewable twice

Starting date: February 2025 or soon thereafter

Guider: Chairperson of the International Board

About PI

Protection International (PI) is an international non-profit association that contributes to the improvement of the protection of human rights defenders (HRDs) throughout the world. PI provides tools to develop HRDs' capacities to manage their own security in the face of risks, threats and attacks and work in favour of human rights and democracy in their respective countries or regions. PI seeks to contribute to a situation where HRDs are recognised as legitimate actors for social change and to an environment where they can exercise their right to defend human rights.

PI is registered as an AISBL in Belgium, but primarily works where protection of HRDs is needed. PI has long-term presence in several countries in Africa, Asia, and the Americas. Under its [Global Strategy 2024-2028](#), PI will continue to decentralise, strengthening Regional Hubs that work in a flexible manner across several countries.

The role of Treasurer

PI is looking for a Treasurer to serve as a statutory director of PI AISBL. In this role, the Treasurer oversees all aspects of PI's finances and keeps its International Board up to speed on the financial health of the organisation so that they can make better decisions. The Treasurer will be part of a multi-national and diverse group of experts who collectively work towards the improvement of the protection of HRDs throughout the world.

What to know:

- PI AISBL is an international non-profit association, subject to Belgian law, with several branches and subsidiaries internationally
- The Treasurer is member of the International Board, which reports to PI's General Assembly
- International Board members are responsible for both the governance of PI's Regional Hubs and for oversight of staff based in Brussels
- The working language of the International Board is English

Duties and responsibilities

The Treasurer will guide and advise the International Board in the approval and review of annual budgets, accounts, financial statements, and advise them on the financial implications of their decisions. The Treasurer will also provide strategic advice to support the Management Team and the Head of Finance and Administration.

Scope of the work:

- Keep the International Board informed about its financial duties and responsibilities and advise on the financial implications of its strategy and policy objectives
- Report on the financial position of PI at International Board meetings and General Assembly drawing attention to key issues in an easily understandable way
- Supervise compliance with governance principles and internal structures and relevant local legislation and financial regulations
- Provide fiduciary oversight over PI's financial management
- Provide advice and direction on financial policies, procedures, controls, and systems to manage risk and ensure that PI resources are protected
- Oversee the process of appointing auditors, and act as liaison between the International Board and the external auditors
- Support the Head of Finance and Administration to ensure that the financial information presented to the International Board and General Assembly is accurate and timely and comprehensible to diverse audiences
- Support PI in improving accountability and impact

Time commitment:

- The International Board usually meets 4-6 times per year, in online/ hybrid meetings lasting four hours (two hours over two days), typically on Thursday, Friday and/or Saturday afternoons (CET)
- Regular meetings with the Head of Finance and Administration (in-person or online)
- Optional: attendance at an annual global seminar with Board and Staff outside Europe
- In total, this will likely mean spending up to one day a month on meetings, correspondence, and representation
- The role is not remunerated, but expenses for travel will be reimbursed

What are we looking for?

Experience:

Essential

- Experience in financial management and control
- Experience as a Board and General Assembly member in an international or regional organisation with high level familiarity on good governance practices and arrangements
- Proven commitment to human rights movements

Preferred

- Senior level experience with leadership duties in an organisation like PI or in other non-profit organisations
- Previous participation in organisational development processes for non-profit organisations
- Understanding of the risks and threats that HRDs around the world face

Skills & knowledge:

- Formal education within the field relevant for finance and management
- Integrity, credibility, ethical behaviour and passion for realisation of PI's vision and mission
- Commitment to promoting a culture of excellence and transparency
- Objectivity and independent thinking with a forward-looking perspective and clear strategic vision
- Strong inter-personal and relationship building abilities to be able to foster good relations with International Board members, auditors, staff and the wider movement
- Tact, respect, and diplomacy, with the ability to listen and engage effectively
- Ability to communicate complex financial information in a simple and engaging way to non-financial audiences and non-English speakers
- Coaching skills and ability to motivate and develop the finance function
- Understanding of legal duties, responsibilities and liabilities

Languages:

- English is mandatory

Application process

If you feel that you may be a match, are interested and are able to contribute to a growing and credible organisation, please:

- Send in your CV (without picture please!) of no more than two pages and a cover letter explaining your fit with the role, in English, by **15 February 2025**, to recruitment@protectioninternational.org mentioning **PI Treasurer** in the subject line. Please include the contact details of two references who we can contact later.
- Include your name in the file name of your application documents, e.g. Firstname_Familyname_CV.doc

Short-listed candidates will be invited to an interview with PI International Board members. Later in the process, professional references and a criminal record certificate will be requested. The position is subject to background checks, and the final candidate will be required to understand and sign PI's Code of Conduct.

For further information about the role, please contact recruitment@protectioninternational.org.

PI is an equal opportunity employer. The organisation shall not discriminate and will proactively apply affirmative action principles against discrimination in advertisements, recruitment and other conditions of our search for candidates, preventing discrimination against any candidate on the basis of race, colour, gender, national origin, age, religion, creed, disability, sexual orientation, gender identity or expression.

Adhering to PI means complying with our Code of Conduct & Ethics, Anti-Corruption Policy, Security Policy, Conflict of Interest Policy, Policy for Protection from Harassment, Abuse, Exploitation & Discrimination.

PI's values are:

- Solidarity / Collaboration: We are committed to stand with W/HRDs and their struggle to strive for worldwide solidarity that goes beyond borders and identities.
- Grassroots ethos: We are committed to identify the needs of W/HRDs and their communities, to adapt to their realities (cultural, historical, economic, etc.), to value their work and to support their initiatives.
- Commitment to human rights: We believe that the respect of human rights will contribute to a more just global society, where everybody has the right to defend human rights and fundamental freedoms without discrimination based on their identity, nor fear of threats and attacks.
- Participatory decision-making: We promote the respect and participation of everyone in the decision-making process, and value collaborative decision-making processes. We are committed to horizontal and active listening - recognising the value in diversity of skills and ideas.
- Accountability and integrity: We are committed to share with others (both internally and externally), what we do, as an exercise of transparency that reflects a reliable and credible organisation, fostering trust amongst our partners. We maintain a zero tolerance policy on corruption.
- Creativity / learning: We are committed to reflecting on our individual and collective practices; learning from our mistakes; being open to new ideas and ways of working; sharing internally in order to learn; innovating and improving our level of understanding; and putting into practice and sharing externally in order to contribute to the work of others.

For more information, visit www.protectioninternational.org