



FINANCE DIRECTOR

Appointment Brief

September 2026

THE
HIRING
DEPT.



Welcome

Thank you for your interest in becoming Finance Director of The Royal Variety Charity.

This is an exciting time to join one of the entertainment industry's most distinctive and historic charities. For more than a century, the Charity has supported people who have dedicated their working lives to entertaining others, providing care, practical assistance and financial support when it is needed most.

At the heart of our work is Brinsworth House, our residential and nursing care home in Twickenham, which provides a home and high-quality care for people from across the entertainment profession. Alongside this, the Charity provides financial assistance to people experiencing hardship and supports beneficiaries throughout the UK.

Our work is only made possible by our extraordinary relationship with the entertainment industry and the continued success of the Royal Variety Performance, one of Britain's longest established and best-known entertainment events.

We are now looking to the future.

The Charity has ambitions to increase the scale and reach of its work over the coming years, while continuing to invest in the quality and sustainability of Brinsworth House. That makes strong financial leadership increasingly important.

Our next Finance Director will therefore join us at a significant point in our development.

Working closely with our Treasurer, Officers, Trustees, Life-President, and senior management, our new Finance Director will provide the financial insight and leadership to help us make confident decisions about our future.

For the right person, this is an opportunity to make a real contribution to the next chapter of an exceptional charity.

We hope that having read more about us and our ambitions, you will consider becoming part of that journey.

Yours sincerely

Giles Cooper
Life President - Royal Variety Charity
Executive Producer - Royal Variety Performance

Ian Freeman
Treasurer & Trustee

The Royal Variety Charity

The Royal Variety Charity occupies a unique place in British charitable and cultural life.

Our origins stretch back to 1908, and our purpose has remained remarkably consistent: to support people who have devoted their lives to professionally entertaining others and who need it.

Behind the famous name and the glamour associated with the Royal Variety Performance lies a charity concerned with something more fundamental: ensuring people across the entertainment industry can receive dignity, care and practical support when circumstances become difficult.

Our beneficiaries come from across the entertainment profession and from many different backgrounds. Some may have enjoyed long, highly visible careers; many others may have worked away from the spotlight. What connects them is the contribution they have made to entertaining others.

We are now looking to the future with ambitions to increase the scale and reach of our work over the coming years, while continuing to invest in the quality and sustainability of Brinsworth House.

**“Delighted to serve as Patron of the Royal Variety Charity.
The charity's crucial work in assisting those who have fallen ill,
had an accident, or hit hard times, is as essential
now as it ever has been.”**

— King Charles III



Brinsworth House

At the centre of the Charity is Brinsworth House in Twickenham, in west London.

For generations, Brinsworth House has provided residential and nursing care for up to 32 people who have spent their professional lives in the entertainment industry, offering far more than a care home: a welcoming community and a place they can truly call home.

The Charity works closely with residents, their families, clinicians and staff to maintain and enhance standards of care and accommodation. Entertainment and activity also remain an important part of life at Brinsworth, reflecting both the backgrounds of residents and our belief in supporting their wider wellbeing



Supporting the entertainment community

Our work extends far beyond Brinsworth House.

The Charity provides financial assistance to people across the entertainment profession who experience hardship, continually looking for ways to widen the support available throughout the entertainment industry and respond to changing patterns of need.

This includes recognising the growing importance of mental health and wellbeing. Our work therefore combines the very personal, helping an individual or family at a difficult moment in their lives, with the longer-term responsibility of ensuring that an organisation established more than a century ago remains relevant to today's entertainment community.

The Royal Variety Performance

Few charities have a fundraising event quite like the Royal Variety Performance.

The Performance is the Charity's principal annual fundraising event and has become an institution, bringing together leading performers and members of the Royal Family in support of our work.

Its enduring success gives The Royal Variety Charity both an important source of income and an extraordinary platform to tell our story.

The 2025 Royal Variety Performance was once again staged at the Royal Albert Hall, broadcast on ITV and ITVX, and screened internationally. The Charity also benefits from continuing royalties generated by clips from previous Royal Variety Performances and from its long-standing relationship with the entertainment industry.

This creates an unusual financial environment.

Alongside income from Brinsworth House, the Charity receives income from fundraising, legacies, donations, investments, royalties, and other entertainment-related activities.

"For our last number, I'd like to ask your help: Will the people in the cheaper seats clap your hands? And the rest of you, if you'll just rattle your jewellery."

— John Lennon 1963



Financial Strength

The Royal Variety Charity enters its next chapter with considerable financial strength, but it requires active and thoughtful stewardship.

In 2024, total income was approximately £3.93 million, compared with £3.04 million in 2023. The two largest sources were fundraising and residential and nursing care fees, accounting for approximately 44% and 45% of income before costs, respectively.

At 31 December 2024, the Charity reported total funds of approximately £10.17 million.

The Charity also maintains an externally managed investment portfolio, which forms an important part of its long-term financial position.

Resources which bring opportunities, but they also bring responsibility.



Looking to the Future

The Royal Variety Charity has an extraordinary history, but this appointment is fundamentally about its future.

We want to build on the strength of our existing work while considering how the Charity can support more people from across the entertainment profession. That means asking important questions.

How can we increase our charitable impact? How should Brinsworth House develop to meet future needs? Where should we invest? How can we make the best use of our assets? How can we diversify and strengthen income? And how can a charity with such an extraordinary heritage ensure that it remains relevant to new generations of people working across entertainment?

Finance Director

The role of Finance Director at The Royal Variety Charity is a rare opportunity to combine strategic financial leadership with genuine hands-on responsibility.

As the sole member of the finance function, you will have ownership of the full financial picture from long-term strategy, investments, reserves and advice to Trustees through to management accounts, payroll, reconciliations and year-end processes.

You will be comfortable discussing investment strategy with Trustees, modelling the financial implications of future growth, and reviewing the performance of Brinsworth House. Ensure that the monthly accounts and reconciliations are completed accurately. Act as a trusted adviser to the Treasurer, Officers, Trustees, Life-President, and senior management, providing the financial clarity needed for sound decision-making and help to build greater financial understanding across the charity by translating complex information into clear insights for people who are not finance specialists.

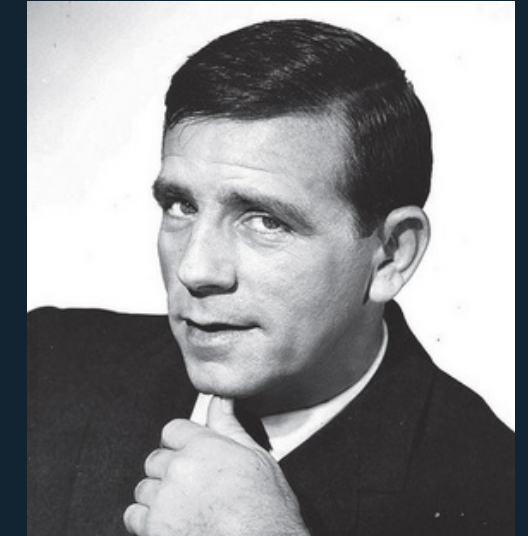
Reports to: **The Treasurer**

Location: **Twickenham**

Contract: **Full-time**

Salary: **£75,000 to £85,000 per annum** (plus benefits package)

The Royal Variety Charity is committed to equality, diversity and inclusion and welcomes applications from all suitably qualified individuals regardless of age, disability, gender identity, marital status, race, religion or belief, sex or sexual orientation.



Responsibilities

Strategic Leadership

- Lead the development and implementation of the Charity's financial strategy.
- Act as a trusted adviser to the Officers / Trustees and Life-President on financial, investment and commercial matters.
- Support organisational planning through financial modelling, forecasting and analysis.
- Provide clear financial insight to support strategic decision-making and risk management.
- Promote greater financial awareness and accountability across the Charity.

Financial Management

- Produce budgets, forecasts, management accounts and cash flow projections.
- Monitor financial performance and provide analysis and recommendations to Officers / Trustees and Life-President.
- Maintain effective financial controls, policies and procedures.
- Oversee treasury management, reserves and investment reporting.
- Identify opportunities to improve financial systems, reporting and operational efficiency.
- Ensure accurate accounting for all income, expenditure, restricted and designated funds.

Statutory Reporting & Compliance

- Prepare annual statutory accounts and manage the external audit process.
- Ensure compliance with Charity Commission, HMRC and other regulatory requirements.
- Support Officers / Trustees and Life President in fulfilling their financial governance responsibilities.

Operational Finance

Personally undertake and oversee:

- Purchase and sales ledger management.
- Banking, reconciliations and cash management.
- Monthly Payroll processing.
- Taxation and statutory returns.
- Month-end and year-end accounting processes.
- Maintenance of financial systems, records and documentation.

Fundraising, Investments & Charitable Activities

- Provide financial support for fundraising activities, events and charitable programmes.
- Monitor the financial performance of the Charity's care home and other charitable services.
- Liaise with investment managers and professional advisers, providing reports and analysis to Officers / Trustees and Life-President.
- Support the evaluation of new income-generating opportunities and strategic initiatives.

External Relations

- Act as the Charity's principal financial contact with auditors, banks, investment managers and regulators.
- Develop strong relationships with key external advisers and stakeholders.

This is not an exhaustive list, and you may be required to undertake additional duties appropriate to the level and scope of the role.

Person Specification

Qualifications

- Fully qualified accountant (ACA, ACCA, CIMA, CIPFA or equivalent).
- Evidence of continuing professional development.

Experience

- Proven experience in a senior finance leadership role, ideally as a Finance Director, Head of Finance or equivalent.
- Experience of operating within a charity, not-for-profit, healthcare, social care or similarly regulated environment.
- Experience of preparing statutory accounts and managing external audit processes.
- Experience of working closely with Boards of Trustees, Committees and senior leadership teams.
- Experience of developing financial strategy, budgets, forecasts and long-term financial plans.
- Experience of managing investments, reserves and treasury activities.
- Experience of implementing and maintaining strong financial controls and governance frameworks.
- Experience of operating within a small organisation or lean finance function, with responsibility for both strategic and operational finance.
- Experience of supporting fundraising activities, grant funding and restricted fund management.

Skills

- Strong financial and commercial acumen.
- Ability to analyse complex financial information and communicate it clearly to non-financial audiences.
- Excellent interpersonal and stakeholder management skills.
- Strong written and verbal communication skills.
- Strategic thinker with a practical, hands-on approach.
- Ability to influence, challenge and support senior colleagues and Trustees constructively.

Knowledge

- Strong understanding of charity accounting, Charities SORP and charity regulation.
- Knowledge of Charity Commission and HMRC requirements.
- Understanding of financial governance, risk management and internal control frameworks.
- Knowledge of investment management, reserves policies and treasury management.
- Understanding of fundraising income streams, restricted and unrestricted funds, and donor reporting requirements.
- Knowledge of residential care, healthcare or regulated services would be advantageous.

Attributes

- High levels of integrity, discretion and personal credibility.
- Commitment to the values and mission of The Royal Variety Charity.

How to Apply

If you would welcome the opportunity to apply and become our new Finance Director, please forward:

- A CV or an extended biography outlining your executive and non-executive appointments, achievements, and academic and professional qualifications.
- A supporting statement (maximum 2 x A4 pages) demonstrating your motivation, skills, and experience relevant to the role, how you would hope to add value to the charity and any other relevant information.

Please email your application to our advising consultant, Philip Nelson, at philip.nelson@thehiringdept.com.

We would also be grateful if you could let us know if you need any special provisions should you be called forward for an interview.

The appointment will be subject to the receipt of satisfactory references and a DBS check.

Timetable

Closing Date: Monday 5th October

First Round Preliminary Interviews: Monday 12th & Thursday 13th October

Final Panel Assessment: week commencing 19th October

Start Date: January 2027

Queries

For an informal and confidential discussion, to ask a question about any aspect of the appointment process, or for additional information, please contact our advising consultant, Philip Nelson, on 020 3590 9978 or by email at philip.nelson@thehiringdept.com.





www.royalvarietycharity.org

Royal Variety Charity
Brinsworth House
72 Staines Road
Twickenham
Middlesex
TW2 5AL

**THE
HIRING
DEPT.**