



Children with Cancer UK
Candidate Pack



Registered Charity Number: 298405
Inaugurated by Diana, Princess of Wales
Company limited by guarantee, Number: 4960054

Job description

Job title:	Management Accountant
Contract:	Permanent
Location:	Hybrid – Office 3 days a week (21-27 Lamb's Conduit Street, London, WC1N 3NL)
Reporting to:	Financial Controller
Direct reports:	Assistant Management Accountant
Salary range:	£55,000-£60,000 (based on experience)
Closing date:	1 September 2026

Role overview

The Management Accountant is responsible for carrying out the monthly management accounts process, ensuring timely, accurate and useful reporting. The postholder reports to the Financial Controller and works closely with, and presents the monthly management accounts report and commentary to, the Head of Finance. Working closely with budget holders to prepare annual budgets and rolling forecasts, the role also has a business partnering dimension, meeting regularly with budget holders to provide financial insight, challenge, and support for decision-making.

Children with Cancer UK

Children with Cancer UK is a leading children's cancer charity dedicated to raising and investing funds into vital specialist research to save the lives of children with cancer. Our mission is to improve survival rates and the quality of survival in young cancer patients and to find ways to prevent cancer in the future. What began as a small memorial charity in 1988, has evolved into a major force raising more than £300 million and investing in over 200 research projects to help fight the injustice of cancer in children.

Main Responsibilities

- Monitor and review income and cost allocations, investigating and resolving discrepancies prior to period close.
- Oversee monthly reconciliations of bank, investment, and other balance sheet accounts, seeking explanations for any discrepancies.
- Lead the month end close process, with responsibility for grant and trade accruals, prepayments, deferred income, accrued income and intercompany accounts, ensuring their alignment with our accounting policies.
- Conduct monthly meetings with budget holders to review management accounts, discuss variances, and recommend actions.
- Prepare the monthly management accounts report, including comprehensive variance analysis with commentary, reporting to the Head of Finance.
- Lead the annual budgeting process, including scenario planning and multi-year elements.
- Manage a rolling forecasting process.

- Act as a finance business partner to budget holders, providing financial advice, developing performance metrics, and supporting decision-making; identifying cost savings opportunities and recommending efficiencies where appropriate.
- Manage the Sage Intacct chart of accounts and reporting structure.
- Supervise the Assistant Management Accountant.

Other Responsibilities and Duties

- Support process improvements and assist with the maintenance of the Finance Processes and Policies Handbook.
- Support and assist with the preparation of year-end accounts and the audit process.
- Monitor and manage restricted funds, ensuring accurate allocation, tracking, and compliance with donor/funder restrictions.
- Prepare donor, grant, and restricted fund reports, supporting fundraising teams with accurate financial information for stewardship and compliance.
- Review Gift Aid claims and Gambling Commission submissions.
- Additional financial analysis and ad hoc reporting as required.
- Representing finance in cross-team meetings; lead training sessions and presentations.
- Deputise for the Financial Controller as required, including during absences or peak periods, and provide guidance or support to other team members as appropriate.
- All other reasonable duties.

Person Specification

	Essential	Desirable
Experience	• Experience with preparing and analysing management accounts • Experience in budgeting and forecasting • Reconciliation experience	• Business partnering experience, helping stakeholders to model projects, identify risks, improve efficiency, and draft proposals • Experience of UK charity accounting • Operational experience within a fundraising charity • Experience of restricted fund accounting and grant/donor reporting • Experience of accounting for financial investments • Experience with Gift Aid claims, partial exemption VAT, and trading subsidiaries • Experience identifying system improvements, and process documentation • Experience working with fundraising platforms like JustGiving or Enthuse • Experience with legacy accruals and grant liabilities • SORP and Charity Commission reporting requirements for charities and trading subsidiaries •
Skills & Abilities	• ACA / CA / CIMA / ACCA qualified • Excel to an intermediate level	• Excel to an advanced level • Salesforce CRM software • Business Intelligence tools such as Tableau or Power BI for financial reporting and data visualisation • Gambling Commission reporting requirements
Other attributes	• Able to work collaboratively as part of a team and contribute to a positive working environment, while being confident to raise issues and question assumptions, even when it results in temporary discomfort • Proactive in resolving issues and managing their workload • Willing to lead cross-team training sessions and make presentation	

Please note: If you don't match all our essential criteria but have other relevant experiences and skills, please do apply. We would love to hear from you.

Other information

At Children with Cancer UK we value diversity, and we are committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential. The statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.

How to Apply

Please submit your CV and cover letter as one document e.g. PDF or Word document. All applications will be reviewed and considered by a member of our team and those applicants who appear to match our requirements will be contacted. Applications should represent the candidate's own experience and perspective. While AI tools may be used for guidance, responses must reflect your personal experience and may be discussed in detail during the selection process.

If you require any reasonable adjustments during the application or interview process, please contact us at hr@childrenwithcancer.org.uk

All applications will be reviewed and considered by a member of our team and those applicants who appear to match our requirements will be contacted. If you have not heard from a member of our team within the next eight weeks, please assume that you have not been successful on this occasion and due to high volume of applications, we are unable to provide individual feedback.

You must be eligible to work in the UK to apply for this vacancy.