



Finance Manager

Contract type: Full time, 6-mth fixed term

Remuneration: £45,000-£55,000 FTE

Location: Central London (hybrid)

Reporting to: Finance Director

Working at SH:24

First off, thank you for considering a role with us!

SH:24 is a pioneering online sexual and reproductive health service, delivered in partnership with the NHS. We make it easy for people to self-manage their sexual and reproductive health online by providing free STI test kits, contraception & treatment, information and advice – 24 hours a day. We've won a host of [awards and industry recognition](#) for what we do, and we're happy to say that our reach and services offered are expanding every day.

We are not-for-profit and passionate about delivering discreet, convenient and clinically safe sexual health services. Our vision is to make it easier and faster for people to access sexual and reproductive health services, no matter where they live; we've been doing it since 2013. We're also proud of our community and the people who work for us; those who have helped us shape a company that puts our users at the heart of everything we do by designing services that are easy to use, easy to access and easy to understand by all that need them.

The Role

We are looking for an experienced Finance Manager to work in our Growth & Support team to bring their solid technical accounting skills and rigorous financial management to a dynamic environment.

You will be working alongside our Finance Director and will represent a key component of a truly multi-disciplinary team across all aspects of our business.



SH:24 has already had a dramatic impact within the UK and internationally, with online sexual health services now delivered as standard across the UK, and SH:24 delivering over half a million STI tests every year.

We are looking for someone who shares our vision for a world where everyone has access to sexual and reproductive health services, and with the drive, energy, and tenacity to turn our plans into reality.

The role will also include the following activities:

- Creation and ownership of key reporting documents on the financial performance of all elements of the business and the organisation as a whole
- Maintenance of robust and accurate financial records
- Management of the annual audit process with external audit teams
- Statutory reporting of all aspects of taxation related to the business
- Building relationships and managing the relationship with key external contacts around payroll, banking, pensions administration
- Supporting the Finance Director in modelling business outcomes over the short and long term
- Key frontline gatekeeper for financial control
- Maintenance of systems and policies for sound financial management
- Informed and considered financial appraisal of new products, projects, and opportunities
- Ad hoc support to frontline areas of the business

What We Need From You

At the heart of it we're looking for someone with a demonstrable track record of operating in a small, multi-faceted finance function, and who is used to working in a fast paced, dynamic environment.

You'll have experience of modelling business outcomes and appraising investment in new opportunities and working within multidisciplinary teams.

This role will have an impact on the policies and processes of our finance function, so we need someone who is confident in representing the needs of the business to internal and external stakeholders.



You'll have the following skills:

- Qualified accountant (CA, ACCA, CIMA or similar) with at least 1-2 years PQE
- Very strong communication skills adaptable to different stakeholders (clients, external advisers, internal teams, non-finance professionals)
- Demonstrable experience of working with C-level stakeholders
- Working knowledge of bookkeeping, statutory reporting, taxation, payroll
- Basic Microsoft application skills and experience using tools such as Excel, Word, PowerPoint
- Experience of using Xero preferred but not essential

Our ideal candidate will also be skilled at the following:

- Excellent listener
- Highly collaborative
- Marrying the parallel demands of finance and social impact success
- Attention to detail
- Disciplined, organised, and thorough
- Understanding what it means to work within healthcare, to be responsible for delivery services that protect and support users
- Aligning a cross-functional team in delivering value to our users and the business
- Drive and determination to always get the job done to the highest standard

Finally, and most importantly, you will love to learn, share knowledge and help others. The team at SH:24 is great because we provide the support to each other for everyone to perform well.

What You'll Get From us

We are always interested in upskilling our employees, and are flexible in ways to do it: be it courses, books, onsite or remote learning with a colleague – whatever suits the situation best. If there is a particular skill or product you would like to work on and improve, we'll always try to accommodate you.

We're also keen to allow the team to work in the way they want – you can choose the OS of your machine, your chair, standing desk, dual monitors etc. If there is anything you need don't be afraid to ask.



As well as remuneration in the region of £45,000 – £55,000 based on experience, SH:24 provides a number of other benefits, including 25 days of annual holiday (in addition to the days between Christmas and New Year), truly flexible working, excellent pension contributions and life insurance.

Our Values

Our common values underpin everything we do as employees at SH:24. They show 'how' and 'why' we enjoy working together. We feel these values represent our staff and will help you understand what it means to be a part of SH:24!

Respect: Understanding, respecting, and supporting one another is fundamental to us.

Acceptance: We enjoy each other's company, we're open minded and accepting of people's differences.

Empathy: We are proud to positively impact people's lives. We love to hear from our users and always want to do better.

Reflection & Initiative: We think critically and thoughtfully and are committed to trying out our ideas.

Conscience & Creativity: We have a strong social conscience. We explore big issues and we're driven to respond creatively.

Drive & Enthusiasm: A commitment to grow, succeed and celebrate together.

Equality and Diversity

As an employer, SH:24 is committed to inclusivity.

We want to increase representation of currently under-represented groups to make SH:24 more diverse.

Our aim is to build an inclusive team, where everyone is able to be themselves at work and feel supported, empowered, valued, respected, fairly treated and able to achieve their full potential.

As an inclusive employer we will not tolerate discrimination.



Interview Process

The interview process will likely comprise three stages:

1. 20 minute 'get to know you' telephone interview
2. Initial face to face interview with members of the Growth & Support team
3. Second round face to face interview with a member of our Senior Management Team

How to Apply

If you are interested in joining our wonderful Growth & Support team, please apply with your CV and cover letter through the online form.