

Recruitment services for the charity and not for profit sector



Balanced People is a specialist recruitment consultancy and a wholly-owned subsidiary of top 20 Chartered Accountants Kingston Smith LLP. One of the leading firms in the field and currently Winner - Best Overall Service 2010, Charity Finance Survey, Kingston Smith holds an exceptional reputation within the charity and not for profit sector and Balanced People has developed a strong track record of delivering recruitment solutions across this sector.

Research has shown that placing the wrong person in a post can cause a charity to incur costs around five times the salary. At Balanced People, our not for profit recruitment specialists assist our clients to ensure that the client can identify the most appropriate person for each position.

Selecting the right person for a specific role is one of those crucial decisions that can have a real and direct impact on a charity and its governance. Highly skilled senior staff – be they Chief Executives, Senior Managers, Finance Directors, Managers, etc. – not only ensure that the resources of an organisation are managed effectively and efficiently, but also offer valuable support to the Trustees.

At Balanced People, we consider it essential to fully understand your specific recruitment needs and design individual solutions to meet them. All your assignments are undertaken by consultants, highly skilled and experienced in recruitment at all levels. They also have a firm understanding and a practical knowledge of the voluntary sector, which is reflected in the solutions they propose.

Our commitment to and experience in servicing the voluntary sector ensures a real understanding of even the most complex recruitment problems. The recruiting process need not be a stressful and time-consuming activity for you.



At Balanced People, we have found that by developing enduring and professional relationships with our clients, we are able to provide the most beneficial service for them. This enables us to create a recruitment process for you, which can comprise some or all of the following.

We can:

- Assist in the development or review of the job description and candidate specification.
- Plan your advertising campaign including drafting advertisements for your approval.
- Search our register for additional candidates.
- Undertake an ethical executive search.
- Actively promote the post to candidates.
- Deal with all the administration.
- Undertake initial interviews of candidates.
- Provide you with a shortlist of candidates.
- Assist you with the final interviews.
- Help you take up references.

In utilising the Balanced People Not for Profit Recruitment Service, many clients find that they have gained a variety of benefits. They find they:

- Have access to a recruitment specialist with a complete understanding of their organisation and recruitment needs. This saves valuable time and effort.
- Receive a cost-effective service, with fees agreed at the commencement of the assignment and calculated on complexity.
- Gain a presence on an established recruitment website thus widening the potential pool of candidates.
- Draw on experience of dealing with, and advising on, complex recruitment and personnel issues.
- Gain access to a wide range of additional knowledge and services through Kingston Smith LLP, Chartered Accountants and its associated companies. These include fundraising, accounting, legal, membership and database management, management and HR consultancy, personal finance, etc.



Balanced People – Examples of assignments in the not for profit sector

1st Framework	Treasurer/Trustee
Age Concern (Havering)	Director of Finance
Association of Commonwealth Universities	Interim FD and team
BACTA	Part Time FD
Battersea Dogs & Cats Home	Interim FD & Management Accountant
Birkbeck College, University of London	Finance & Strategy Consultants
Brent Mind	Interim Financial Controller
British Design & Art Direction	Chief Executive, Office Manager & Others
Community Foundation Network	Finance Manager
Direct Marketing Association	Financial Controller
Engage	Interim Finance Manager
Essex Wildlife Trust	Treasurer/Trustee
Graeae Theatre Company	Finance Manager & Accounts Assistant
Groundswell	Treasurer/Trustee
Haven House Hospice	Accounts Assistant
Instant Muscle	Interim Head of Finance and FC
Institute of Librarians & IPs	Interim Financial Controller
Kings College Hospital Charity	Part Time Treasurer & Principal Accountant
Leukaemia & Lymphoma Research	Interim Finance Director
Luton Cultural Services Trust	Interim to Perm Part Time FD
Methodist Independent Schools	Commercial Director & Group Accountant
Multiple Sclerosis International Federation	Maternity Cover Finance Manager
National Advertising Benevolent Society	Hon. Treasurer & Assistant Accountant
National Federation for Educational Research	Interim FD
Royal School for the Deaf, Exeter	Treasurer/Governor/Trustee
Sigrid Rausing Trust	Part-Time FD
St David's School	Interim Finance Manager
St George's College	Assistant Bursar
St. Marylebone C.E. School	Finance Director
Teach First	Interim Financial Controller
The Gemmological Association	Interim Accountant
The London Clinic	Management Accountant
The Macfarlane Trust	Trustees & Chair/Head of Support Services
The Sylvia Adams Charitable Trust	Grants/Fundraising Director & Administrator
Training for Life	Financial Controller & Various Temp. Staff
YMCA Hornsey	Development Officer

Testimonials

Luton Cultural Services Trust used Balanced People to support the recruitment of an Interim Director of Finance and Resources. They listened to our needs and then drew up a shortlist of six candidates for us to interview. Four of the candidates met our requirements and two of these were exceptional. A year on, the successful candidate is now with us as a permanent member of the team. As a relatively new charity with our first audit due, it was critical that we filled the role without delay and even more important that we brought the right person on board. Balanced People delivered on both and we would thoroughly recommend them.

Maggie Appleton, CEO

The Macfarlane Trust has used Balanced People for many years in the recruitment of both Trustees and key staff. It is the Macfarlane Trust's policy to observe the processes and procedures laid down by the Office of the Commissioner for Public Appointments (OCPA) and Balanced People were diligent in that respect. The recruitment outcomes more than met the requirements the Trust had set out in its recruitment brief and we have no hesitation in recommending John West and his team to others in the third sector.

Martin Harvey , Chief Executive, Macfarlane Trust.

When I was seeking a replacement treasurer for NABS, the advertising industry's charity body, I turned to John West at Balanced People. He did an excellent job in developing our brief, understanding the culture and aims of the charity as well as the key requirements of the role. He subsequently fielded a very strong list of candidates from whom we found an excellent person to appoint, who we are truly delighted with. I couldn't recommend Balanced People more highly.

Jamie Hewitt, Global CFO, M&C Saatchi.

Contact Us

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