



Case Study



"Emily brought us a great field of candidates in a very short timeframe. Great understanding and communication from Charity Recruit throughout"

**Alice Mason,
Manchester Care & Repair**

Key achievements

- Responded quickly when Manchester Care & Repair lost a key member of their finance team, stepping in to cover an urgent interim bookkeeping need.
- Built a shortlist specifically screened for genuine commitment to a fixed term contract, addressing the client's concerns after a previous overqualified appointment.
- Delivered four strong, immediately available candidates within days of the initial brief, each interviewed in depth with a focus on motivation and staying power.
- Secured an offer straight after interview, with the successful candidate accepting a twelve month contract and starting the following Monday.

The Challenge



Finding a Bookkeeper

Manchester Care & Repair needed more than someone who could balance the books competently.

An earlier interim appointment had proved technically capable but overqualified for the role, leaving the client wary of losing a bookkeeper to boredom or a better offer elsewhere. Working within a small team meant reliability mattered as much as accounting skill.

The right candidate needed to:

- Bring solid bookkeeping experience without excessive seniority.
- Commit fully to a twelve month fixed term contract.
- Be based close enough for a straightforward daily commute.
- Settle quickly into a small, close-knit finance team.

Our recruiter at Charity Recruit explained the thinking behind the shortlist: candidates who were well qualified but had a genuine personal reason to want the role for its full length were more likely to stay engaged than someone simply filling time between jobs.

Our recruiter at Charity Recruit, explained the approach:

"It came down to finding someone who wasn't just qualified, but who actually wanted to be there for the full twelve months. Once we found that, everything else fell into place quickly."

The Search



The Recruitment Process

Charity Recruit structured the search to move fast, recognising that reliable interim bookkeepers willing to commit to a fixed term contract are not easy to find at short notice.

- **Discovery and Alignment:** With Alice Mason at Manchester Care & Repair, conversations covered what had and hadn't worked in the previous appointment, along with practical considerations such as location and realistic expectations around workload.
- **Candidate Screening:** Candidates were sought with backgrounds suited to hands-on, small team finance roles rather than purely commercial or corporate settings.
- **Candidate Assessment:** Screening interviews explored motivation, availability, commute and genuine willingness to commit to the contract length.
- **Role Definition:** Four candidates emerged as strong contenders, each confirmed as immediately available, so interviews were arranged for a single afternoon.
- **Final Selection:** Following interview, an offer was made the same day and accepted immediately, with the successful candidate confirmed for a twelve month contract starting the following Monday.

Careful screening and a swift, well organised process gave Manchester Care & Repair confidence in their choice without unnecessary delay.

Why Charity Recruit?



Why Charity Recruit?

A close working relationship with the client allowed Charity Recruit to flag concerns early and address them directly, rather than leaving questions to surface during interview. That level of trust made a genuine difference to how smoothly the process ran.

Reflecting on the process once the appointment was confirmed, Alice Mason said:

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A trusted shortlist, swift coordination and a process that kept both client and candidates informed throughout resulted in an appointment made with confidence and no unnecessary delay.

A consultative approach, paired with genuine familiarity with the client's team and working style, allowed Charity Recruit to help Manchester Care & Repair secure the right bookkeeper at a critical moment, giving the finance function continuity without compromise.



We'll help you appoint the perfect candidate

If you're looking for your next senior leader within
your charity, please talk to us about your requirements.

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