Associate Director of Finance

- Location: SAMS site, Dunbeg, near Oban
- Hours of work: Full time – 37 hours per week
- Salary range: £64,914.00 - £68,857.00 per annum (starting salary will depend on experience)
- Contract type: Permanent

Company

The Scottish Association for Marine Science is an equal opportunity employer; we welcome applications from people with disabilities. We value the diversity of the people we hire and serve.

Diversity at SAMS means fostering a workplace in which individual differences are recognised, appreciated and respected, as well as responded to in ways that fully develop and utilise each person's talents and strengths.

Job Description

As Associate Finance Director, you will be a key member of the senior leadership team responsible for the financial health of the SAMS group and aligning financial planning with our long-term strategic goals. A core component of this role is acting as a financial liaison to the Board, ensuring transparency and rigorous oversight through formal governance structures. This role requires a unique blend of core financial discipline and a pragmatic approach to navigating the specific financial challenges inherent in the charitable sector.

Managing a finance team of around 10, you will oversee excellent service delivery, manage quality and provide guidance in the form of coaching and mentoring to the Finance Team, comprising both finance support and contract management activities.

Key Responsibilities:

- Strategic Leadership: As a core member of the senior management team (Executive Group), you will have lead responsibility for operational management and reporting of finance matters. You will develop and execute the multi-year financial strategy to support the SAMS group growth plan.

- Governance & Board Reporting: Act as the lead financial advisor to the Audit, Risk, and Remuneration Committees. You will prepare and present comprehensive board packs, ensuring all Trustees have a clear understanding of the company's financial position, risk appetite, and regulatory compliance.

- Financial Control & Compliance: Oversee all accounting operations and statutory reporting. You will ensure the business adheres to all legal and tax requirements while managing the internal audit process.

- Research Funding Support: Collaborate closely with our researchers to identify, evaluate, and pursue grant applications and funding opportunities.

- Risk Management: Identify, mitigate, and report on financial risks. You will lead the development of robust internal controls to safeguard company assets.

- Team Development: Mentor and develop the finance & contract teams, fostering a culture of collaboration with the rest of the SAMS Group.

Requirements and Qualifications

We are looking for more than just a numbers expert: we are seeking a strategic business partner with a proactive and influential personality.

You thrive in dynamic environments where strict governance meets resource constraints.

You navigate the balance of maintaining core financial discipline and encouraging creative collaboration across diverse teams with empathy and skill.

You are acutely aware of the unique financial challenges of the research sector—managing restricted funding, maximising impact with limited resources, and maintaining exceptional transparency to our funders and trustees.

You possess the resilience to deliver high performance within these constraints.

Crucially, you are a hands-on leader who leads by example, ensuring that effective financial management is not a back-office function, but a central driver of our mission success.

How to Apply

Applications must include CV and Cover Letter and should be sent electronically to recruitment@sams.ac.uk quoting Job Ref. 'D19/25.NO' in the subject heading by 16th January 2026.

(Job Ref No: D19/25.NO)

(Scottish Association for Marine Science)

(SAMS, Dunbeg, Oban, Argyll, PA37 1QA)

(01631 559000)

(recruitment@sams.ac.uk)

([Vacancies — Scottish Association for Marine Science, Oban UK](#))

Attention: (SAMS HR team)