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**Trustee Role/Job description - TREASURER**

SPANA are looking for a trustee with specific background in international finance within the charity sector to join the Board.

Trustees of SPANA play an important role in delivery of our mission. Together, they are accountable for the organisation's governance and for all decisions made by the Board. They determine the organisation's strategic direction, establishing organisational policy, approving the financial plan, evaluating performance, and ensuring that there are good working relationships between the Board of Trustees, the Sub-Committees and the Strategic Leadership Team.

As a member of the Board of Trustees, you will have the opportunity to make a real difference in the welfare of working animals.

**Person Profile**

We are seeking to recruit a Trustee who:

* Is engaged with, and excited by, SPANA’s vision, mission and values;
* Has a clear understanding of the regulatory requirements of the Charity Commission;
* Is able and willing to devote the necessary time to the role. Trustees are required to attend all Board meetings (four Board meetings and one or more Board calls per year) and a committee meeting 3 - 4 times per year. Trustees may also be asked to participate in Board strategy days, telephone conferences or travel on behalf of SPANA;
* Has experience of chairing a Finance and Audit Sub-committee to oversee the strategic management of financial resources and overall risk management and monitor the charity’s financial position and future sustainability;
* Will engage with the CEO and Director of Global Resources to provide a steer and input into the strategic financial vision, resources and controls in order to provide assurance to the Board;
* Has international development experience with a strong understanding of global financial management and reporting, business planning and budgeting, international group audits, financial policies and compliance, accounting systems, treasury and forex management;
* Has experience in effective risk management, to ensure major risks to the organisation are regularly identified and reviewed and that systems are in place to mitigate or minimise these risks;

Additional highly desirable capabilities:

* Excellent interpersonal and communication skills, and enjoys teamwork;
* Willingness to build and use networks to make introductions for SPANA, for example to explore education best practice or facilitate fundraising, advocacy or campaigning;
* Knowledge/experience of charity fundraising regulatory environment e.g. Chartered Institute of Fundraising, Fundraising Regulatory, Data Protection and GDPR;
* Experience and understanding of corporate governance issues, especially those that might affect a medium sized international not-for-profit organisation;

The knowledge and skills listed above represent “the perfect candidate”. Please do not be deterred from applying if you do not fulfil every highly desirable capability.

**Commitment to Diversity & Inclusion**:

SPANA is committed to diversity, inclusion and equality in all aspects of our work both external and internal. We strive to be an inclusive employer and particularly encourage applications from under-represented groups such as returning parents or carers who are re-entering work after a career break, people who are LGBT+, from Black, Asian and Minority Ethnic backgrounds, with a disability, impairment, learning difference or long-term condition, from different nations and regions, and from less advantaged socioeconomic backgrounds.

**Appointment terms**

All trustee roles are voluntary and unremunerated.

Reasonable expenses, in line with the SPANA’s Expenses Policy, will be reimbursed for attending Board/Committee meetings.

**Note:**

To avoid disappointment, you are advised to submit your application as soon as possible as we reserve the right to close the vacancy early if a high volume of applications are received. This is to ensure that we can manage application levels whilst maintaining a positive candidate experience. Unfortunately, once a vacancy has closed, we are unable to consider further applications.