



AWF Trustee Role Description 2019

Would you like to help the Animal Welfare Foundation find practical solutions to animal welfare problems?

Do you have relevant skills and experience that you believe would be of benefit to AWF?
Why not apply to become an AWF trustee?

The Animal Welfare Foundation (AWF) is managed by a board of trustees who currently comprise qualified vets, a veterinary nurse and an animal welfare scientist. Trustees have overall legal responsibility for AWF and agree the charity's strategic direction. This is an important role which requires a commitment to work collectively in AWF's best interests.

AWF is now looking to recruit three additional trustees to replace those who are retiring on completion of their terms. We are seeking veterinary practitioners with current experience in small animal and equine practice.

AWF's mission is to improve the welfare of animals through veterinary research, education and debate. Trustees facilitate the achievement of this mission in keeping with the AWF's objectives and in compliance with legal and charitable regulations. Trustees are responsible for providing AWF with firm strategic direction, ensuring its financial stability and safeguarding its good name.

Role Description

In addition to a comprehensive induction, you will receive support and guidance throughout the role both from the AWF staff and the existing Trustee Board. Additional training can be arranged in particular areas of interest and growth.

The role will include:

1. Scrutinising trustee meeting papers and being prepared to offer thoughts and comments at trustee meetings.
2. Understanding and assessing the merit of funding applications made to the charity with reference to the AWF's aims and mission.
3. Contributing to AWF decision making via a trustee email group.
4. Planning and overseeing the work of AWF as a member of one or more of the charity's sub-committees.
5. Representing AWF at external events and meetings.
6. Contributing to AWF activities such as delivering student talks and overseeing leaflet production.
7. Actively advocating and promoting the work of the AWF wherever appropriate.

Person Specification

The skills that AWF are looking to acquire from the current round of trustee recruitment are set out below.

In your application, please explain how you meet one or more of the 'key' skills listed below as well as highlighting any 'desirable' skills you could contribute.

Applications will be evaluated on how well potential trustees could contribute to the governing body by utilising these skills.

Animal Welfare Foundation 7 Mansfield Street, London W1G 9NQ

020 7908 6375 • enquiries@animalwelfarefoundation.org.uk • www.animalwelfarefoundation.org.uk • @AWF_VETS

Registered charity number 287118

Essential - Experience in one or more of:	Desirable skills:
<ul style="list-style-type: none"> • Equine practice (current). • Small Animal practice (current). • Research project evaluation and management. • Contacts within and without the veterinary profession. • Project / resource management. • Income generation and fundraising. • Knowledge of animal welfare legislation. 	<ul style="list-style-type: none"> • Teaching and lecturing. • Writing public facing welfare documents. • Strategic management / Business development. • Experience within the charity sector. • Board / committee experience. • Charity governance.

In all trustee recruitment, we look for the following qualities:

- Commitment to the charity’s objectives, aims and values and willingness to devote time to carry out responsibilities.
- Strategic and long-term vision in relation to the charity’s objects and aims.
- Good independent judgement, political understanding, impartiality and the ability to think objectively in the context of the organisation and external environment.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Ability to work successfully as part of a team, communicate effectively with others and think creatively.
- Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Time Commitment

Trustees are expected to attend at least two trustee meetings a year which are, for the most part, held at the AWF offices in Central London and the AWF’s annual flagship event; the Discussion Forum held in June.

In addition to this, trustees are required to engage with one or more of the AWF Sub Committees which meet once a year in person and throughout the year via teleconference to develop AWF activities such as grant making and education.

The term time of a trustee is 3 years, after which trustees become eligible for re-election. A maximum of two successive terms of office may be served. The positions are unpaid, but trustees are reimbursed for travel expenses incurred.

Application

To apply please send a completed application form and a two-page CV to Erika Singh at enquiries@animalwelfarefoundation.org.uk quoting ‘Trustee Vacancy’ in the subject line by **midnight on Tuesday 13th August 2019**.

Shortlisted applicants will be notified by **Friday 23 August** and will be invited to attend a skype interview in the week commencing **2nd September 2019**.