



## **South Bucks**

Trustees

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Candidate Pack

## About Us

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The South Bucks Branch of the RSPCA cares for all unwanted or abused cats, dogs, small animals and birds that have been found or rescued locally. Most arrive from homes that, for one reason or another, can no longer look after them. Supporting the work of the Inspectors and the Animal Collection Officers, our role is to provide accommodation for those animals that are at risk and after assessing, re-homing them to suitable new homes.

South Bucks RSPCA is one of 169 branches (as of January 2012) of the RSPCA that are found across England and Wales. Every branch of the RSPCA is run independently as a charity. Although we are affiliated to the national RSPCA, the branch is largely self funded, relying on the generosity of the general public and income from our shops.

The support of the community is vital to the survival of our branch and the continuance of its work. All the money raised locally is spent locally, which means that every donation, however small, really does make a difference to an animal's life.

The branch is headed by a Committee of dedicated volunteers, whom in return rely heavily on volunteers and paid staff to carry out a variety of roles such as welfare work, fundraising, fostering, home visiting, shop work and much more. Volunteers are the back bone of our branch, without them there would be no branch and no help for our local animals.

The branch now has 3 Charity Shops, in Princes Risborough, Chesham and Burnham. These shops are vital in generating an income for the branch, as well as raising an awareness of us and our work.

Over the years we have re-homed thousands of animals, amongst others dogs, cats, hamsters, gerbils, ducks, budgerigars, cockatiels, chinchillas and many more. With the help of our community we aim to continue this good work.

The national RSPCA also has a Special Operations Unit with a team of undercover inspectors investigating a variety of illegal acts of animal cruelty including organised dog-fighting, hunting, live transport issues, badger baiting, wild bird trapping and puppy farming.





## About the Role

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RSPCA South Bucks Branch is looking for new trustees who will add to the broad range of skills and expertise on our existing committee.

Our branches rely on volunteers to undertake a wide range of animal welfare work in their local area, such as fostering, fundraising, home visiting and charity shop work to name a few. As a trustee of a branch, you will have the chance to influence how we care for and prevent cruelty to animals.

It's a great way to meet like-minded people who share your enthusiasm for animal welfare. You will have the opportunity to gain new skills and develop existing ones, whilst making a real difference to the lives of animals.

### Main duties and responsibilities

Each trustee contributes to discharging the committee's duties by:

- Actively contributing to setting policy and strategic direction, defining goals, setting targets and evaluating performance.
- Actively seeking to further the strategic objectives of RSPCA South Bucks, and acting in the best interests of the organisation at all time.
- Monitoring whether the service complies with its governing document.
- Monitoring the financial position of the organisation and ensuring that it operates within its means and objects, and that there are clear lines of accountability for day-to-day financial management.
- Supporting the development of the organisation through participation in agreed projects.

### Skills and personal qualities

- Commitment to the aims, principles and policies of the RSPCA South Bucks.
- Willingness and ability to understand and accept your responsibilities and liabilities as a Trustee and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a committee member.
- Effective communication skills and willingness to participate actively in discussions and numeracy to the extent required to understand financial records and accounts.

We are particularly interested in candidates who have experience or skills related to HR, legal, fundraising, Governance / GDPR or company secretarial.

Most people aged 18+ are eligible to become a trustee. All trustees must be a member of the RSPCA South Bucks branch.

### Time commitment

Committee meetings are held monthly in High Wycombe at 7.30pm.

## How to Apply

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Applications should be made via Reach Volunteering in the first instance.

Please send a CV and cover letter stating why you are interested in applying for the role, how your skills and experience match the person specification, how you can add value to the committee and any other relevant information.

Please email applications to: [trusteeworks@reachvolunteering.org.uk](mailto:trusteeworks@reachvolunteering.org.uk)

