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# **SPANNA**

**The Society for the Protection of Animals Abroad**

## **Honorary Treasurer Recruitment Pack**

**September 2013**



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## **WELCOME**

Thank you for your interest in this important role. If you are successful you will be joining SPANA at a very exciting time in its history.

SPANNA has ambitious and innovative plans to protect the welfare of working animals and the communities they support by extending veterinary and education programmes to new countries. Through the delivery of free vet care, emergency interventions and education projects, SPANA alleviates the suffering of hardworking animals and helps owners to endure the challenges of climatic stress, economic hardship and conflict.

Our new Honorary Treasurer will join the SPANA Council to help us shape our strategy and create the growth necessary to meet to our ambitious plans. This role requires a qualified Accountant with sharp commercial acumen gained at board level in an international setting, together with determination to improve the lives of thousands of animals in their communities.

**Sir Roger Gale**  
**Chairman, SPANA**



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## ABOUT SPANA

For many of those who travel to the less developed parts of the world, it can come as something of a shock to discover quite how reliant so many societies still are on animals.

Countless communities worldwide depend on horses, mules, donkeys, camels and oxen to take the place of trucks, tractors and taxis. These hardworking and often overlooked animals underpin the livelihoods of many of the world's poorest people, and continue to play a pivotal role in economies right across the developing world.

In Morocco, mules carry goods to the villages of the rural south, ensuring farmers can generate an income from their crop. In Mauritania's capital, Nouakchott, 50,000 donkeys deliver fresh water daily to the city's one million people, providing the only source of drinking water for most of its population. In Mongolia, horses enable pastoralists to squeeze a meagre living from the land, covering vast distances in the freezing winters. In east Africa, livestock and camels can be all that stands between life and death for the nomadic communities during the long and frequent droughts.

Animals are the very backbone of these societies. They are essential for food, for water, for livelihoods – for life. But their lives can be short and often involve great suffering. Working day after day in extremes of temperature, often with ill-fitting harnessing, inadequate food and no access to veterinary care, many working animals endure constant pain.

But it doesn't need to be this way.

SPAN is the charity for the working animals of the world, dedicated to relieving the suffering of all species of working animal. Each year we treat hundreds of thousands of animals. We vaccinate against disease, tend to injuries, relieve pain and help owners to understand how they can better care for their animal.

Meanwhile, our education teams are building a more compassionate future, one child at a time.

We do all this with no government funding, relying entirely on those individuals and organisations who understand that the welfare of poor communities depends on animals, and the welfare of those animals depends on SPANA.

More information can be found by visiting our website at [www.spana.org](http://www.spana.org), or our Facebook page at [www.facebook.org/spanacharity](http://www.facebook.org/spanacharity)



## ABOUT THE ROLE

To provide guidance to the Board of Trustees to ensure the short and long term financial viability of SPANNA and to ensure that the Board of Trustees fulfils its duties and responsibilities for the proper financial governance of the charity.

### **The responsibilities of the Treasurer include:**

- Oversee all aspects of financial management of SPANNA;
- Oversee the organisation's management of risks;
- Monitor and advise on the financial viability of the organisation;
- Provide financial expertise to the Board, to guide and advise them in the approval of budgets, accounts, financial statements and financial aspects of strategic plans and to keep them informed about their financial responsibilities and duties;
- Meet the external auditor independently from the CEO and Director of Finance on an annual basis;
- Act as a counter signatory on cheques, international payments and on-line payments as required under bank mandates
- Contact on a regular basis with the CEO and Director of Finance;
- The Board of Trustees may ask the Treasurer to take on other specific tasks as necessary where they consider specific financial knowledge and skills are required.



## TRUSTEE – PERSON SPECIFICATION

- A qualified Accountant with substantial strategic experience at board level with a global brief.
- Committed to SPANA's aims and values
- Willing and able to commit the necessary time and effort to SPANA
- Strategic leadership and decision-making experience in an organisation comparable in size or complexity to SPANA
- Knowledge of charitable governance and operations in an international organisation
- Able to analyse information and, when necessary, challenge constructively
- Able to relate well to SPANA trustees and senior staff collectively and individually
- Good oral and written communication skills together with up to date financial planning and other relevant IT skills
- Able to use problem solving and analytical skills at strategic level and when required present effective reports to Council
- Skilled at working as a member of a professional team with a global brief
- Willingness to travel abroad from time to time to view SPANA's international operations



## THE TIMETABLE

The closing date for applications is **Monday 30th September 2013**

Please also note the following dates:

- Preliminary interviews Trustees Unlimited – early October 2013, dates TBC
- Informal meetings with the senior management team and the Chair – early October 2013
- Interviews with the selection panel – late October 2013, actual dates TBC

**\*\* remember to please advise us about any dates that are really not convenient for you when your application is submitted**

## HOW TO APPLY

To apply for this role, please provide the following:

- a supporting statement, explaining how you believe your skills and experience match the requirements of the role, directly addressing the person specification,
- a short introductory statement demonstrating your motivation for this role,
- a comprehensive CV including details of your achievements in each role, and including details of two referees.

*Just to be clear, like most trustee roles, this is an unpaid voluntary post.*

All of these documents should be forwarded by email to [olga.johnson@russam-gms.co.uk](mailto:olga.johnson@russam-gms.co.uk) with the reference **SPAN\_TU** as the subject title.

For an informal and confidential discussion about the role, please contact: Olga Johnson

Mobile: 07961 410 831 email: [olga.johnson@russam-gms.co.uk](mailto:olga.johnson@russam-gms.co.uk)