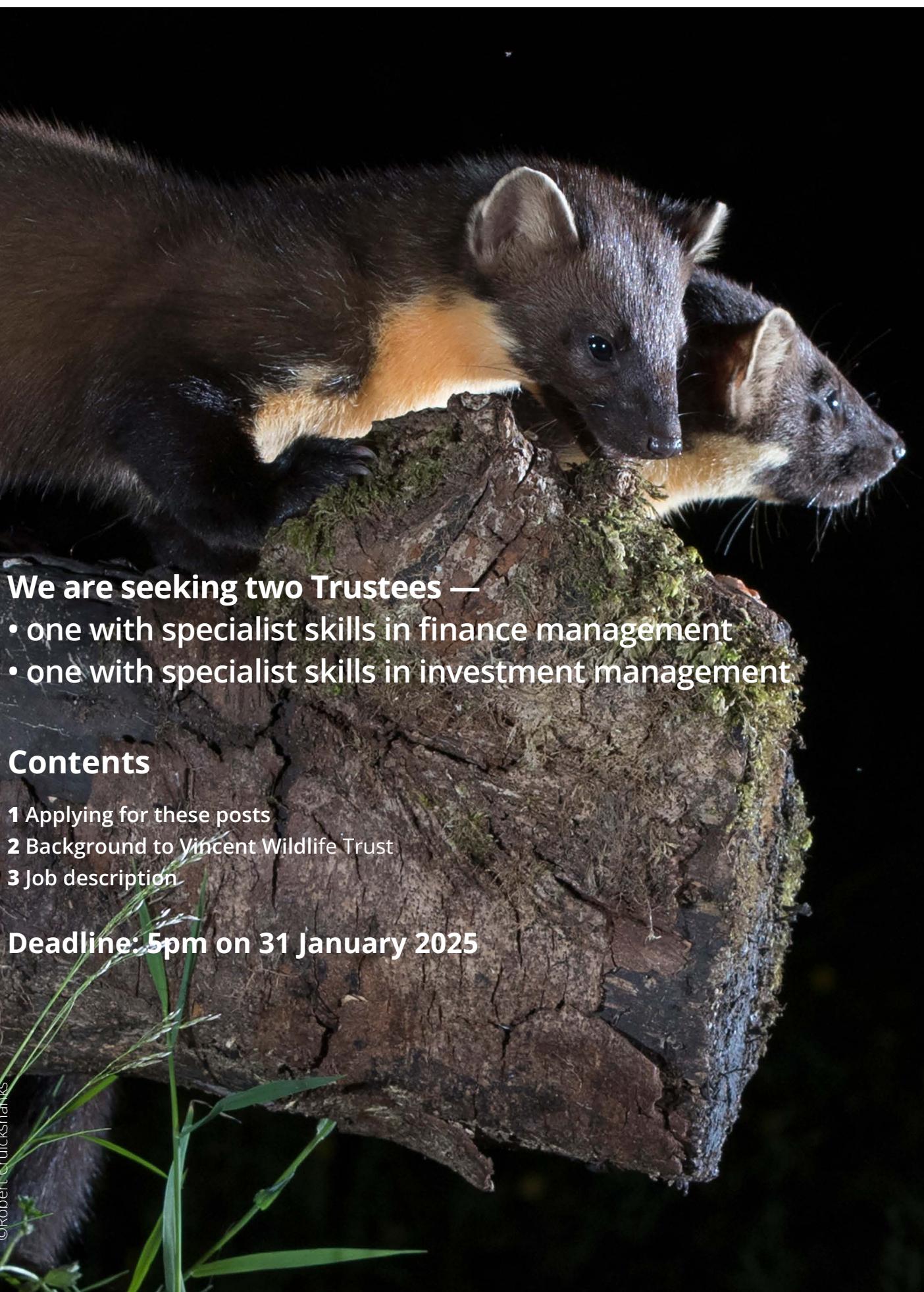


# Trustee Application Pack



## We are seeking two Trustees —

- one with specialist skills in finance management
- one with specialist skills in investment management

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**Deadline: 5pm on 31 January 2025**

**Our Vision** is that VWT is a catalyst for mammal conservation

**Our Mission** is to conserve threatened mammals by leading the way with scientifically sound conservation work

## 1 Applying for these posts

Please read all of the pack information that follows. If you feel you meet the job specification and requirements, we would love to hear from you.

Please apply by submitting a CV with covering letter by email to [lucy.rogers@vwt.org.uk](mailto:lucy.rogers@vwt.org.uk)  
Interviews will be held in February (date tbc), either in person or via video conferencing.

**Deadline for applications is 5pm on 31 January 2026**

## 2 Background to Vincent Wildlife Trust

Today, at fifty, VWT is respected internationally as a leader in developing and implementing innovative evidence-led approaches that halt and reverse declines in threatened mammal species such as otter, water vole, horseshoe bats and, more recently, pine marten.

This is possible thanks to a firm financial base left by our late founder, the Honourable Vincent Weir, that is independent of membership income. Long-term financial security has enabled VWT to focus on mammals with particular and often challenging conservation needs that other organisations are unwilling or unable to engage with.

For example, acquiring and managing greater horseshoe bat maternity roosts and surrounding land in the 1980s and 1990s enabled VWT to protect 50% of the British population of this European Protected Species. Our bat reserves remain a unique resource as exemplars of roost management. Combined with research into their ecology and habitat needs, this has led to the population of these rare bats more than doubling in recent years.

While VWT is not a campaigning or lobbying organisation, our expertise, advice and impartial evidence provide support to a wide range of decision makers.

Over the last ten years, VWT has grown in size and impact with the aim of delivering significant change to the fortunes of threatened mammals in Britain, Ireland and parts of mainland Europe. It is delivering an increasing number of flagship projects such as the nationally important Pine Marten Recovery Project (2014-2018), Horseshoes Heading East (2023-2025), Martens on the Move (2024-2028) and Landscapes for Lessers (2025-2028).

As we prepare for the next 50 years, we aim to continue to drive a step-change in the size and effectiveness of VWT's mission. Our strong track record of successful evidence-led conservation work shows what can be achieved and inspires us to continue.

## 3 Job Description

### Trustees with specialist skills in finance and investment management

Due to Trustee succession, there are currently two vacancies on our board for Trustees. We are looking for two new Trustees — one with specialist skills in investment management and one with specialist skills in finance management to join us and complement the skills and experiences of the existing six Trustees and to help VWT deliver the Ten-Year Strategy.

An interest in wildlife conservation is desirable, however there is no requirement for experience or specialist knowledge of wildlife or conservation. We are looking for individuals with experience and connections in their field, and who can bring a new perspective to help navigate the Trust through the challenges ahead.

Preference will be given to those who have good knowledge of financial products and systems and who can contribute to the financial and investment policies and strategy of the Trust, ideally with expertise in equities or multi-asset strategies, or in charity accounting standards.

More detailed information is available on our website [www.vwt.org.uk](http://www.vwt.org.uk)

### Location

The Trust's Head Office is based at Eastnor, near Ledbury in Herefordshire, where 12 of our staff are based. The rest of the team work from home offices, including two in the Republic of Ireland.

### Remuneration

The role of Chair is not accompanied by any financial remuneration, although expenses for travel and subsistence may be claimed.

### Time commitment

The time required includes preparing for and being available for quarterly meetings of the Board of Trustees, along with occasional Task and Finish Groups. The Trustees meet in various locations, with an expectation of one online meeting each year and at least one overnight meeting. Field visits are sometimes part of the meeting format and could be anywhere in Britain or Ireland.

Travel and overnight expenses are reimbursed according to our expenses and environmental policy. At a minimum, effective performance of the role will require between four- and six-days' commitment each year.

### Essential qualities and attributes of all Trustees

- Willingness and ability to understand and accept their responsibilities and liabilities as Trustees 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 board member
- Effective communication skills and willingness to participate actively in discussion
- A strong personal commitment to equity, diversity and inclusion
- Enthusiasm for our vision and mission
- Willingness to lead according to our values
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

## Responsibilities

With other Trustees, to hold the charity ‘In Trust’ for current and future beneficiaries by:

- ensuring that VWT has a clear vision, mission and strategic direction, and is focused on achieving these;
- ensuring that VWT complies with all legal and regulatory requirements;
- acting as guardians of VWT’s assets, both tangible and intangible, taking all due care over their security, deployment and proper application;
- ensuring that VWT’s governance is of the highest possible standard.

## Personal characteristics

- Demonstrable passion and commitment to the NGO conservation sector and the mission of the Trust
- Excellent communication skills and ability to foster and promote a collaborative team environment with the Board, the staff and VWT’s partners
- Strong networking capabilities and strong existing networks that can be used for the benefit of the charity

## Experience

- Have operated at a senior strategic leadership level within an organisation
- Successful track record of achievement throughout their career
- Experience of charity governance and working with or as part of a Board of Trustees
- Financial management expertise and a broad understanding of charity finance issues
- Experience of external representations and managing stakeholders

## 4 Training and Development

The Board reviews its own progress and skillset from time to time to ascertain what collective or individual plans need to be actioned. In addition, the CEO circulates Trustee training and development information as appropriate, which Trustees are asked to assess in relation to their personal requirements. Reasonable and appropriate training expenses are reimbursed for agreed training sessions. Where an individual Trustee has a specialist skill that is useful for other Trustees or staff, they may be asked to lead on a training or briefing session. All new Trustees are taken through an induction programme, arranged with the Chair and CEO, according to the individual Trustee’s needs.

## 5 Outline Conditions

All appointments must follow Charity laws and the Trust’s Articles of Association. Membership forms, conflicts of interest and other necessary declarations and documentation must be completed before or shortly after Trustee appointments. The Trust is required to check Companies House, Charity Commission and other public records for Trustee eligibility checks as well as any other due diligence deemed necessary.

## Conflicts of Interest

The Trust has a robust process for dealing with any potential conflicts of interest that may arise in the performance of its duties and in the delivery of its work programme. Any perceived conflict of interest need not preclude prospective candidates from applying for the post. However, in their application, prospective candidates should note any aspect of their personal or professional life that has the potential to create a conflict of interest and suggest why this should not be an impediment to their appointment.

## Terms

Board members serve a three-year term to be eligible for re-appointment for a maximum of two additional terms.

## Equity, Diversity and Inclusion

Vincent Wildlife Trust values diversity and is committed to supporting an inclusive culture. We wish to provide an environment where everyone, regardless of background, characteristics, identities or abilities can develop their full potential. Vincent Wildlife Trust is committed to equal opportunities in all its employment and volunteering practices, policies and procedures.