

Are you interested in helping to protect whales and dolphins and / or gaining boardroom experience?

The Sea Watch Foundation have a vacancy on the Board of Trustees for an Honorary Treasurer

Treasurer Trustee

The Sea Watch Foundation, a charity concerned with the protection of whales and dolphins, is seeking a treasurer trustee to complement the skill set of its Board of Trustees.

About the Sea Watch Foundation:

The Sea Watch Foundation, founded in 1991, is one of Europe's pre-eminent charities concerned with the protection of whales and dolphins. The organisation comprises a small team of full and part time employees, backed up by volunteers. Sea Watch runs the UK's annual National Whale and Dolphin Watch and was instrumental in the recent establishment of marine protected areas for harbour porpoise in the UK and European waters. Its monitoring data are routinely used by UK and European Governments in helping to protect whales and dolphins in the seas of NW Europe and its current research projects include investigation of the impacts of entanglement in fishing gear and disturbance from marine traffic on a number of whale and dolphin species with a view to establish best practice measures to minimise any impacts. Sea Watch recently were awarded the UNEP/ASCOBANS Conservation Award for Education & Outreach - the first time a UK charity had been honoured by UNEP/ASCOBANS. Further information can be viewed at www.seawatchfoundation.org.uk

Sea Watch's vision

Sea Watch's overall aim is:

“To protect whales and dolphins in the seas around Britain and Ireland, by involving the public in scientific monitoring of populations and the threats they face, and by the regular production of material to educate, inform, and advise for better environmental protection”.

Sea Watch works to this aim by:

1. Monitoring the UK's whale and dolphin population

Through a network of volunteers, Sea Watch collates and monitors sightings of whales and dolphins. Sea Watch organises the UK's annual National Whale and Dolphin Watch. Sea Watch's databases hold the most comprehensive information that exists on whale and dolphin distribution in UK waters.

2. Research projects

Sea Watch carries out specific studies on particular species and regional conservation problems.

3. Public education

Through publications, the production of a regular newssheet, a web site, social media and the production of other resource material, Sea Watch works to raise public awareness on the status of whales and dolphins and current conservation issues.

4. Dissemination

Sea Watch contributes to scientific and academic journals, popular magazines, workshops, conferences and other events in both the UK and internationally.

5. Informing policy making

Sea Watch's staff provide international bodies (European Commission, UNEP/ASCOBANS, ICES, OSPAR) and national government (through Defra, DECC) and its statutory agencies (JNCC, NRW, NE, and SNH) with specialised information and expert opinion on whales and dolphins.

The role:

This a voluntary role and the Treasurer, who will also be a trustee, will oversee the financial matters of the charity in line with legal requirements, good practice and in accordance with the Charity's governing document and report to the board of trustees, periodically, about the financial health of the organisation. The Treasurer will ensure that effective financial measures, controls and procedures are maintained and that they are appropriate for the charity.

Specifically, the treasurer will take the lead at board level on:

- making sure the charity keeps proper accounts
- reviewing the charity's financial performance
- drawing up or reviewing policies for finance and investment
- ensuring that the charity has robust and effective financial controls in place
- liaising with the charity's independent accountant

The majority of the work of the Board of Trustees is done in a virtual sense, through use of telephone and e-mail. The Board of Trustees meet 3 times a year, once in April/May at New Quay, Wales and twice at locations in the UK agreed by the trustees.

Personal Specification:

The qualities we are looking for in the Treasurer are:

Essential

- a recognised financial qualification and relevant financial experience
- a commitment to the aims and work of Sea Watch
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- a willingness to devote the necessary time and effort to meet the duties and responsibilities of the post
- an ability to work effectively as a member of a team and to take collective decisions for the good of Sea Watch
- a willingness to engage with Sea Watch staff to understand the details of the charity's income and expenditure
- integrity
- strategic vision
- good, independent judgement
- an ability to think creatively
- a willingness to speak their mind
- the skills to analyse proposals and their financial consequences
- preparedness to make unpopular recommendations to the Board

Desirable

- experience of charity finance
- a preparedness to book keep for the charity (from experience this takes 6 to 10 days over the course of a year as the individual becomes familiar with the charity's income and expenditure. Many items are repeated on a regular basis so the time spent in subsequent years should allow for a speedier process).

For **further information** about the position please contact:

Dr David Ord
Chair of Board of Trustees - Sea Watch Foundation

e-mail: david.ord@btinternet.com

Tel: 01437 891465

To apply, please send a copy of your CV with covering letter to David Ord at the above e-mail address.