

# Jean Sainsbury Animal Welfare Trust

## Trustee Job Description



### ‘Protecting Animals, Changing Lives’

#### About us:

We are dedicated to supporting charities that rescue, rehabilitate, release, and rehome animals in need.

From the windswept coasts of Northern Scotland and bustling cities across the UK to the remote slopes of the Himalayas, we provide grants to a wide range of animal welfare charities. By focusing on smaller organisations, our funding creates a meaningful impact, transforming the lives of animals and the people who care for them.

Founded in 1982 by Mrs. Jean Sainsbury—no relation to the supermarket family—The Jean Sainsbury Animal Welfare Trust (JSAWT) has since awarded in excess of **£13 million** to just over **1,000 charities**. While our roots were in UK-based support, a generous legacy from Mr. Joseph Shuman, in memory of his wife Joyce, has allowed us to also extend funding to UK-registered charities working overseas.

#### What we do:

JSAWT donates to UK-registered charities whose purposes encompass one or more of the following:

- *To benefit or protect animals*
- *To relieve animals from suffering*
- *To conserve wildlife*
- *To encourage the understanding of animals*

Applications are reviewed three times a year by the Board of Trustees. Awards are given on a case-by-case basis to charities that meet our criteria and clearly demonstrate how the funding will benefit animals in their care.

#### Why join us?

By joining our small, friendly Board of Trustees you will:

- Gain governance and leadership experience.
- Play a vital role in shaping the future of a leading animal welfare grant provider.
- Join a collaborative and supportive Board of Trustees with diverse expertise.
- Learn about animal welfare in the UK and overseas. JSAWT supports a wide range of organisations each with their own unique story to share: from tiny volunteer run

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hedgehog rescues, to 'last chance' dog shelters taking in the most challenging dogs, to international organisations making headway in the battle to conserve endangered wildlife.

### **What you will do:**

You will contribute to the Board's strategic oversight of the Jean Sainsbury Animal Welfare Trust, informing the charity's governance and financial sustainability.

You will share your expertise to help JSAWT strengthen its resilience and ensure sustainability.

There will be opportunities to act as an ambassador for JSAWT. You may be invited to represent JSAWT at events hosted by charities we support. Trustees are also encouraged to visit applicants and previous grant recipients, helping to strengthen relationships and ensure our awards are used as intended.

You will work collaboratively with fellow Trustees and Administrators to ensure JSAWT achieves its mission and long-term objectives.

### **What we are looking for:**

In addition to a keen interest in animal welfare, we welcome applications from individuals with knowledge and experience in any of the following areas:

- IT and cybersecurity, especially for a small non-profit organisation.
- Legal aspects of charity management and compliance.
- Communications and marketing, ideally for a small non-profit organisation.

Previous Trustee experience is not essential – we welcome applications from people new to charity governance. Full induction and support will be provided.

You will be able to demonstrate a commitment to JSAWT's values and a passion for improving the lives of animals and the people who care for them.

### **Requirements of the Role:**

The role is to uphold the Board's collective responsibility for effective governance, safeguarding, and financial management. This includes (but is not limited to):

- Ensuring JSAWT complies with its Governing Trust Deed, charity law, and all relevant legislation and regulations, maintaining integrity and transparency.
- Ensuring all activities align with JSAWT's core objectives as outlined in the Trust Deed.
- Making sure resources are solely used for purposes that advance the charity's core objectives, avoiding expenditure on unrelated activities, regardless of their perceived value.

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- Actively participating in guiding the Board's strategic direction, including setting policies, defining goals, and assessing performance.
- Protecting and upholding the reputation and core values of JSAWT, ensuring public trust and organisational integrity.
- Maintaining financial health and stability through prudent management and strategic planning.
- Safeguarding and effectively managing the charity's property and assets, ensuring proper investment of funds to support long-term sustainability.
- Supporting and overseeing key staff, including the Administrator and Managing Trustee, to ensure effective day-to-day operations and performance monitoring.

Potential Trustees must be able to commit to reviewing documents and applications in advance of meetings and be able to communicate their decisions.

The Board is friendly and inclusive and welcomes discussion and expression of opinions in a respectful and supportive environment.

### **Terms of Appointment:**

- Board Meetings are held three times a year, usually in March, July/August, and November. The meetings are held at the London office. They are usually held in the afternoon and can last 4-5 hours.
- There may be occasional sub-committee meetings or events (virtual or in person).
- Attendance in person is encouraged; however, Trustees may attend virtually if this is preferable.
- The office has step-free access and is all on one level.
- This is a voluntary role. Reasonable expenses incurred by attending meetings (or other agreed work) may be reimbursed: for example, travel, subsistence, and childcare.
- The initial term is three years, with the option of renewal for a further three years.
- All Trustees are subject to the Governing Document.
- JSAWT is committed to fostering a diverse and inclusive workplace where every individual is treated with dignity and respect.

*Please note: It is a criminal offence for an individual to serve as a Trustee if disqualified from doing so. Before becoming a Trustee, applicants will be asked to sign a declaration that they are not disqualified from holding the position.*

*Appropriate checks will be carried out to ensure that individuals who have been selected to become a Trustee are eligible. These checks will include references and Charity Commission/Companies House verification.*