



THE FOUNDATION  
FOR SCIENCE AND  
TECHNOLOGY

# Treasurer (Trustee) Recruitment Pack

Foundation.org.uk

April 2026



## Rt Hon Lord David Willetts FRS Chair Foundation for Science and Technology

Thank you for your interest in becoming Honorary Treasurer of The Foundation for Science and Technology. The Foundation plays a vital role in the promotion and development of policy in the scientific, engineering, technological and medical spheres, and in supporting future leaders in the UK science and technology ecosystem.

We are seeking to appoint a new Honorary Treasurer to join our Trustee Board at an exciting time for the organisation, as we approach our 50th Anniversary year in 2027. The Honorary Treasurer will play a central role in ensuring the Foundation's continued financial health and good governance, supporting the Chief Executive and the Board in the exercise of their financial responsibilities.

To be successful, you will bring financial expertise - whether from a professional accountancy background, senior finance leadership, or equivalent experience - combined with a commitment to the Foundation's mission and an interest in UK science, technology and innovation policy. You will have a sophisticated understanding of charity governance and be able to work constructively with a small, dedicated staff team.

This is an unpaid trustee role, but one that offers the opportunity to make a meaningful contribution to an organisation that convenes and informs some of the most important conversations at the interface of science, technology and public policy in the UK. We very much hope you will consider putting yourself forward.

# Background

The Foundation for Science and Technology is a UK charity, providing an impartial platform for debate of policy issues that have a science, research, technology or innovation element. Established in 1977, the Foundation brings together Parliamentarians, civil servants, industrialists, researchers, learned societies, charities and others.

The Foundation has three major areas of activity. The first is the delivery of discussion events - both large open events and smaller round tables - bringing together government, Parliament, industry and the research community, in areas where science, technology and innovation intersect with policy, regulation and public expenditure. In recent years, events have explored specific government initiatives (such as the Industrial Strategy), the opportunities and challenges of rapidly changing technology (e.g. AI and quantum technologies), how science and technology can help to deliver net zero, and structural issues within the UK science ecosystem, such as EDI, technical skills and research culture.

The second major activity is the Foundation Future Leaders programme, an annual scheme bringing together a cohort of some 35 early- to mid-career professionals from the civil service, industry and the research community. Over 12 months, a series of events, meetings and visits are organised for and with the cohort, breaking down silos and building knowledge of the UK science and technology ecosystem, as well as offering mentoring and skills development for participants. Our third key deliverable is governance advice to learned and professional societies, an activity delivered by our specialist Learned and Professional Societies officer.

Supplementing these three key areas of delivery, the Foundation publishes a regular Journal, records podcasts, publishes blogs and is active on social media, communicating the outcomes of our various activities.

In governance terms, the Foundation is a Charitable Incorporated Organisation, overseen by a Trustee Board who are accountable for all of the activities of The Foundation. An Advisory Council with senior figures from UK science and technology provides strategic advice and challenge. Both the Trustee Board and Advisory Council are chaired by Lord Willetts. The Foundation is funded by a mixture of membership subscriptions, event sponsorship and grants. It has four staff.

# Key responsibilities

The Honorary Treasurer will be a full member of the Trustee Board, sharing collective responsibility for the governance and strategic direction of the Foundation. In addition to general trustee duties, the Honorary Treasurer will:

- Provide strategic financial oversight, ensuring the Foundation's finances are managed soundly and in accordance with charity law and good practice
- Lead the Board's scrutiny of financial reporting, including management accounts, annual accounts, budgets and financial forecasts
- Work closely with the Chief Executive on financial planning, financial risk, and the long-term financial sustainability of the Foundation
- Support the Chief Executive in identifying and developing income-generation opportunities, including sponsorship and grants
- Act as a financial sounding board and source of advice for the Chief Executive
- Help to ensure the Foundation is well-placed financially as it approaches its 50th Anniversary in 2027



Future Leaders Cohort 2026



Monthly discussion event at the Royal Society

# Person Specification

You should be able to demonstrate and provide evidence of your ability to meet the criteria listed under Part One within your written application. These will be tested further at the informal and final stages, along with the criteria listed under Part Two. The successful candidate will be able to give evidence of the following:

## Part 1

- A professional qualification in accountancy, finance or a related discipline, or equivalent senior leadership experience in financial management
- Demonstrable experience of financial oversight and stewardship at a senior level, including familiarity with management accounts, budgeting, forecasting and independent examination or audit
- Experience of, or a strong interest in, the governance of charities, learned societies, professional bodies or similar not-for-profit organisations
- A good understanding of charity governance and the legal and regulatory framework within which charities operate
- An interest in UK science, technology, innovation or research policy, and an appreciation of the Foundation's mission
- Experience of working effectively with trustees, non-executive directors or similar governance bodies
- Strong interpersonal and communication skills, with the ability to build productive working relationships with staff, trustees and external stakeholders

## Part 2

- Intellectually engaged with a genuine interest in the Foundation's work
- Sound judgement with the ability to identify and escalate financial risk appropriately
- Collaborative and constructive in approach, with the ability to work effectively as part of a small volunteer board
- Attention to detail, combined with the ability to see the bigger picture
- Resilience and the ability to handle complexity and uncertainty
- Commitment to the values of the Foundation: impartiality, openness and the promotion of evidence-based policy

# Terms and Conditions

The Honorary Treasurer role is a voluntary, unpaid trustee position. As with all trustee roles at the Foundation, it carries no remuneration; however, reasonable out-of-pocket expenses incurred in the performance of trustee duties may be reimbursed in accordance with the Foundation's expenses policy.

- Trustees are typically appointed for an initial term of four years potentially renewable subject to the approval of the Board
- The expected time commitment is approximately three hours per month, plus attendance at Board meetings (typically three per year), and preparation time
- Attendance at our monthly discussion events where possible is encouraged
- The Foundation's office is based at 22 Greencoat Place, London, SW1P 1DX; Board meetings are generally held in person in London
- Reasonable out-of-pocket expenses will be reimbursed in line with the Foundation's expenses policy

## Recruitment Timetable

Applications close 10pm Sunday 26<sup>th</sup> April. Interview dates will be confirmed after shortlisting.

# How to apply

If you are interested in applying for this role, please do so via the form [here](#).

Please provide the following:

- A supporting statement. This should clearly set out how you meet each of the criteria set out in the person specification. Give us examples and dimensions; tell us what this achieved and how it contributed to your organisation's aims.
- A comprehensive CV including details of your achievements in each role. Maximum two pages.

Please provide in your application any dates when you will not be available, or where we might have difficulty in contacting you, which coincide with the appointments timetable. All applications will be acknowledged.

We will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal.

Please let us know of any accessibility accommodations you may require.

If you have any queries regarding the application process after having read the appointment brief, please contact:

Dr Alex Rhys OBE – Chief Executive of the Foundation at [alex.rhys@foundation.org.uk](mailto:alex.rhys@foundation.org.uk)

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