

TRUSTEE (TREASURER)

JOB DESCRIPTION

Date: August 2026

Role: Trustee (Treasurer)

Reporting to: Chair of Trustees

Key relationships: Trustees / CEO/Founder

Location: Homebased / Remote

PRIMARY PURPOSE OF THE ROLE:

The Trustee (Treasurer) role forms part of our dedicated and passionate Board of Trustees. This voluntary position plays a vital role in ensuring the charity remains financially sustainable, well-governed and able to maximise its impact for dogs in need.

As Treasurer, you will work closely with the Chair, fellow Trustees and senior management to oversee the charity's financial affairs, ensuring appropriate financial management, reporting and compliance with Charity Commission requirements.

The Treasurer is not expected to undertake the day-to-day bookkeeping but will provide strategic financial oversight and support as required.

WHO WE ARE:

WECare Worldwide is a UK and Sri Lankan registered charity set up by veterinary surgeon Janey Lowes. Our mission is to provide international standard veterinary care for less fortunate dogs around the world, starting in Sri Lanka. The WECare Team is made up of passionate, dedicated and brilliant individuals who work extremely hard to achieve the aim of dramatically improving the outlook for street dogs worldwide. With 75% of the globe's dog population going without access to healthcare. We want to plug that gap and provide them with a whole lot of love while we do it!

KEY RESPONSIBILITIES:

1. Provide strategic oversight of the charity's financial affairs.
2. Monitor the charity's financial performance and long-term sustainability.

3. Review management accounts, budgets and financial forecasts.
4. Help ensure appropriate financial controls, policies and risk management processes are in place.
5. Present financial information to the Board in a clear and accessible manner when required.
6. Support the preparation and approval of the annual accounts and liaise with the charity's independent examiner or auditors as required.
7. Use expertise to support and guide the charity's Finance Team, as required.
8. Ensure the charity complies with all relevant financial, legal and regulatory requirements.
9. Advise the Board on financial implications of strategic decisions and major projects.
10. Work collaboratively with fellow Trustees to support effective governance.
11. Act as an ambassador for WECare Worldwide and promote the charity's mission and values.

KEY ATTRIBUTES:

Essential:

- A genuine passion for animal welfare and the mission of WECare Worldwide.
- Accountancy or finance qualifications or significant professional finance or accountancy experience.
- An understanding of financial management, budgeting and financial reporting.
- Ability to interpret financial information and communicate it clearly to non-financial colleagues.
- Good strategic thinking and sound judgement.
- Commitment to good governance and the responsibilities of charity Trustees.
- Strong integrity, professionalism and attention to detail.
- Excellent communication and collaborative working skills.

Desirable:

- Previous experience as a charity Trustee or Treasurer.
- Knowledge of Charity Commission regulations and charity finance.
- Experience of financial risk management.
- Experience within the charity or not-for-profit sector.
- An overview understanding of fundraising or grant-funded organisations.

TIME COMMITMENT:

At WECare, we understand that being a Trustee is a voluntary role and we are conscious of, and grateful for, the valuable time our Trustees give. We are an active Board, and anticipate a realistic time commitment of around 4 to 8 hours per month.

- Attendance at regular Board meetings (typically held online) with a minimum of 4 meetings per year.
- Attendance at the Annual General Meeting.
- Reasonable preparation time for Board papers and financial reports.
- Occasional additional meetings with the Chair or senior management as required.



In exchange for your time and commitment, you'll have the opportunity to make a meaningful difference to the lives of thousands of street dogs, the chance to use your professional expertise to support an ambitious international charity, experience contributing at Board level within an energetic, dynamic and growing charity and working alongside a passionate and committed team dedicated to improving animal welfare.

REMUNERATION:

This is a voluntary, unpaid Trustee position.

Reasonable out-of-pocket expenses incurred in carrying out Trustee duties will be reimbursed in accordance with the charity's expenses policy.

