

# Make a difference in the lives of people seeking sanctuary

## BECOME OUR TREASURER

Are you passionate about birth rights and positive birth experiences?

At The Birth Partner Project, our vision is that no woman or birthing person should face birth alone.

The Birth Partner Project provides volunteer birth partners who work in small teams to offer support and friendship to women and birthing people seeking sanctuary. Our volunteers work with people in the latter stages of pregnancy, throughout labour and birth, and the first eight weeks postpartum. We also run a weekly drop-in meeting, which builds social support and friendship between mama's.

We are currently making big strides to develop our small charity so it's fit for the future, focusing on excellence, sustainability and growth. We are looking for dynamic and committed new trustees to join our superb existing team, including in the role of Treasurer.

The Birth Partner Project is very committed to increasing the diversity of our Board of Trustees. We are particularly welcoming applications from people with lived experience of the asylum process.

For more information about the charity visit [www.birthpartnerproject.org](http://www.birthpartnerproject.org) and you can find our 2023 impact report [here](#).

## How to Apply

Submit a CV and covering letter of maximum 2 A4 pages to [bec@birthpartnerproject.org](mailto:bec@birthpartnerproject.org)

If you'd value a conversation before applying, please email [bec@birthpartnerproject.org](mailto:bec@birthpartnerproject.org) to arrange a phone call

There is no closing date for this round of recruitment, as we are welcoming and reviewing applications on a rolling basis. However, we encourage you to contact us as soon as possible, if you are interested.

## Key details & commitments

- This is a voluntary role, and is unpaid. All reasonable expenses will be reimbursed to enable your participation
- We ask our trustees to commit to 12 meetings per annum (monthly) plus additional extraordinary meetings and ad-hoc communication/events as necessary. Many of these engagements will be online, although some are in-person. We are based in Cardiff.
- The usual term (time spent in the role) for one of our trustees is 3 years

## What we're looking for in a treasurer

At The Birth Partner Project, the way we do our work is an important and integral part of the work itself. We are committed to providing culturally safe and trauma informed support, lifting the voices of the women and birthing people we work with. We are looking for a treasurer who can commit to reflective, considered, and respectful practice.

It's essential that our new treasurer can help guide and advise us on financial matters, and provide oversight of the charity's finances. This includes:

- Supporting the Director to maintain financial governance in line with good practice
- Working with the Director to support the presentation of financial reports to the Board
- Providing due scrutiny to the Director, to ensure the the charity maintains proper financial conduct
- Providing an oversight function to ensure we are financially able to function, we have appropriate reserves, and we have accounting procedures and controls in place.
- Identifying and bringing to the attention of the Board any financial risks facing the charity, as well as possible actions for the Board to take
- Working with the Director and the Finance Officer to prepare the Annual Statement of Accounts for independent examination and present these to the Board of Trustees for approval
- Attending/being a member of any finance working groups or sub-committees
- Participating as a trustee in all the ways outlined below, in addition to performing the specific role of Treasurer

## What we expect of our trustees

All our trustees are expected to demonstrate the following behaviours

- Actively listening to the women and birthing people we work with, centring their voices and respecting their experience
- Commitment to and passion for The Birth Partner Project
- Working effectively as a member of a team
- Communicating effectively (in a timely and considered manner, mindful of audience)
- Making sound, independent judgements which have put the interests of the women and birthing people we support at the heart of all decision-making
- Thinking creatively, proactively and with optimism that we can create change
- Taking the time and responsibility to understand and undertake the legal duties, responsibilities, and liabilities of trusteeship
- Actively making time for the work of the trustee role, and giving it proper attention

## What will you be doing, as a trustee?

Trustees are not responsible for the operational work of our charity. We have a small and excellent team who manage things on a day-to-day basis. Our trustees are responsible for scrutiny and strategic oversight, to ensure that we operate effectively and in line with our charitable objects.

The work you do as a trustee will include:

- Guiding our team and helping to make decisions which affect our organisational structure, fundraising pipeline, and reach into the future
- Developing our strategy on an ongoing basis, reflecting on our ability to sustainably support the objectives of our charity and secure its long term future
- Ensuring we have set a clear vision, mission and strategic direction and that our aspirations are aligned with our budgets and operational plans
- Scrutinising activity to ensure compliance with legal and regulatory requirements
- Ensuring we pursue our objects as defined in our governing document and apply our resources in pursuance of our objects;
- Providing oversight to ensure we are effectively evaluating our performance against goals and targets
- Scrutinising and robustly testing the resilience of our financial management

## Engaging directly with the work we do

We encourage all our trustees to get involved with the work we do outside of board meetings. This might mean attending an event to promote the work of the charity, delivering some of our volunteer training programme, or participating in interview panels for new team members.

Staying connected to the experiences of the women and birthing people we support is really important. We will create all opportunities to help our trustees stay connected.