| **RSPCA Barnsley & District Branch Trustee**  |
| --- |

**Help us make the world a better place for animals**

Founded in 1824 the RSPCA have been saving animals for almost 200 years and are proud to be the oldest welfare charity around. It has always been our vision to live in a world where all animals are respected and treated with compassion, so our volunteers and employees work tirelessly to ensure that all animals can live free from pain and suffering.

Through our numerous campaigns, we seek to raise standards of care, and awareness of issues affecting animals today. We rely heavily on our volunteers who play a significant role in enabling us to carry out this important animal welfare work every day!

The Barnsley and District Branch is a branch of the RSPCA, but we are also a separately registered unincorporated charity looking after animals in our local area. RSPCA Branches rescue, rehabilitate and rehome those animals most at risk through clinics, animal centres, boarding and fostering facilities; offer advice and education on animal welfare; and support with microchipping, neutering and subsidised animal treatments for animals owned by people in financial difficulty.

The RSPCA Branches (of which there are approximately 150 across England & Wales) did 83% of the rehoming activity across the RSPCA network in 2020, and took in 72% of the animals cared for by the RSPCA as a whole. There are also over 300 RSPCA charity shops, all of which are run by RSPCA branches. The RSPCA has been at the forefront of animal welfare since 1824 when we were founded in a London coffee shop, and we’re proud to be the oldest animal welfare charity around.

**What does RSPCA Barnsley & District Branch do?**

We cover Barnsley and the surrounding area and fundraise within this area. This includes running 2 successful charity shops to help fund our work with the assistance of our amazing volunteers.

The animal welfare services that we offer include:

* Rescuing, rehabilitating and rehoming animals primarily rescued from cruelty or neglect by National Society inspectors.

We have a network of fosterers who help us care for and rehome our cats and we work with another RSPCA branch who assist us in the care and rehoming of our dogs.

* Subsidised neutering and considered emergency treatment for local pets whose owners are in financial difficulty.
* We collect donated pet food for use by our fosterers and distribute unused food to our local food banks and pet owners in temporary financial difficulty.

Please see our [website](https://www.rspca-barnsley.org.uk/) for more details on the work that we do.

**What do RSPCA branch trustees do?**

RSPCA branch trustees are volunteers who shape the work that the branch does, and are collectively responsible for governing and managing the affairs of the branch. “Trustees have overall control of a charity and are responsible for making sure it’s doing what it was set up to do.” “Trustees are the people who lead the charity and decide how it is run.” “They may be known by other titles, such as: directors, board members, governors, committee members” - Charity Commission.

[This guidance page](https://www.gov.uk/guidance/charity-trustee-whats-involved) explains what trustees do. You can find more about [RSPCA branch trustees](https://www.rspca.org.uk/getinvolved/volunteer/whatcanido/branchtrustee) and do a [short session on 'Becoming a Branch Trustee'](https://rise.articulate.com/share/xR3hRYUr2Jqtdz30evdlOnpTewqJMwwS#/) on the RSPCA website.

**Primary responsibilities of the Branch Trustee**

* Appreciate and support the aims and policies of the RSPCA.
* Work in conjunction with fellow trustees and branch officers and jointly act in making decisions for the best interest of the branch and the RSPCA.
* Work with national RSPCA staff to ensure that the branch meets all minimum animal welfare standards (MAWS).
* In conjunction with your fellow trustees and Branch Partnership Manager write, adopt, monitor, and review a development plan setting out the short and long term aims of your branch.
* Actively participate in branch committee meetings and to attend the branch annual general meeting and regional conference.
* Be aware of the outcome of regional board meetings and support local initiatives.
* Actively promote and advertise the society in an ongoing programme to recruit new branch trustees and volunteers and welcome new members.
* In conjunction with your fellow trustees, ensure the proper management and control of all activities and decisions relating to any premises held or staff employed by the branch if applicable.

**Who are we looking for?**

We are looking for an enthusiastic and passionate person who could devote the time to volunteer with us as one of our Trustees. We are seeking people from all social and cultural backgrounds, with experience and skills in any of the following areas:

* Marketing communication including social media, PR, website;
* Fundraising including corporate fundraising, trust fund and grant applications;
* Local community and supporter relationships;
* Hands-on experience in growing charities; and/or
* Are or have been part of the groups and communities we would like to attract.

Alongside the relevant experience, we are looking for someone who is committed to the RSPCA’s charitable objectives and shares our passion for animal welfare. You would be creative, innovative, bring a fresh perspective, and can put ideas into action. It doesn’t matter whether you are an experienced trustee or not, as trustee training and induction will be provided.

We hold monthly trustees’ meetings, which last approximately 90 minutes*.* We ask for trustees to join as many of these meetings as possible. You will also need to allow time to prepare for trustees’ meetings - creating or reading through any relevant documents ahead of meetings. We normally meet virtually in the evening of the 2nd Wednesday of the month. The meeting times are chosen to suit all branch trustees’ availability, so this may be flexible. You may need additional availability between meetings, to fulfil other responsibilities that come with specific roles.

There is also a wealth of opportunities to commit more time to other volunteer roles within the branch if desired.

Trustees are elected for a 12 month term each year at the branch’s Annual General Meeting (AGM), and between AGMs branches have the ability to co-opt an additional three trustees, who serve until the next planned AGM.

**What’s in it for you?**

There are lots of benefits to becoming an RSPCA Branch Trustee, including:

* induction and comprehensive trustee training course which will provide you with everything you need to carry out the role.
* Ongoing support is also provided by local and national RSPCA staff
* the opportunity to gain new skills and develop existing ones
* the platform to utilise your skills and experience to oversee the charity and make decisions that directly impact local animal welfare
* the capacity to shape innovative projects, and be part of the RSPCA’s ten year strategy - “[Together for animal welfare](https://www.rspca.org.uk/whatwedo/strategy)”
* access to our learning hub, which contains training materials and courses on a variety of subjects
* A way to expand your professional and personal network through working with like-minded people.
* the chance to shape the services in your local area
* volunteering is good for your wellbeing

**Practical considerations**

* To become a Trustee, you will need to be aged 18 or over and a member of our branch for three months before you are eligible to be elected.
* Trustees are elected for a 12-month term each year.
* Reasonable expenses will be reimbursed.
* Trustees must sign a Trustee Declaration of Willingness to Act to clarify that they are not disqualified from being a trustee and read the Charity Commission’s guidance for individuals who cannot be a trustee or senior manager of a charity.
* References will also be required.

**How can you find out more and apply?**

If you would like an informal chat to find out more about the role before applying, please contact Izzie Kirk, izzie.kirk@rspca-barnsley.or.uk or telephone 07870 989 164 (please leave a message and we will get back to you).

If you are interested in applying for the role, please send a copy of the application form which can be found on our website (<https://www.rspca-barnsley.org.uk/>) to izzie.kirk@rspca-barnsley.or.uk If we feel you may be suitable, you will be invited to take part in an online interview process.

**Closing date: six weeks following the publication of the advertisement.**