

January 2020

Ashden is looking for a Treasurer to join their board – is this you?

Ashden is the UK's leading sustainable energy charity. Our mission is to accelerate transformative climate solutions and to build a more just world. Through our prestigious awards' scheme, Ashden highlights inspiring solutions, so helping accelerate the shift to a fairer, low carbon world.

We are inviting candidates to put themselves forward for the role of Trustee and Treasurer, to oversee the financial health and administration of the charity. You will chair a new Finance and Operations Committee (a sub-committee of the main Board) and report to the full Board of Trustees at regular intervals on its state of financial health, in line with best practice, and in compliance with the governing documents and legal requirements. As a trustee, you will contribute towards Ashden's strategies and their implementation.

This is a fabulous opportunity to join a super-smart and fun group of Board members at a critical time for the climate and to guide Ashden as we seek to grow our impact.

Person specification

A finance or accounting background, preferably with experience in the not-for-profit sector, with an understanding of finances, risk and other key areas relevant for a Treasurer.

A commitment to Ashden and its mission.

A willingness to devote the necessary time and effort to: prepare for and attend Board meetings (usually four times a year including an annual away day) as well as chairing the Finance and Operations Committee (also usually four times a year); as appropriate depending on where you are based, attend our annual Awards ceremony and some of our events through the year such as Ashden After Work; be prepared to work with members of the Executive Management Team on specific areas in which you have specialist knowledge or contacts, including joining external meetings as appropriate.

Strategic vision; good, independent judgement and a willingness to speak your mind; an ability to think creatively.

Experience or demonstrable understanding of the role of a trustee, including an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and of the Treasurer. You will have experience of budgeting and strategic financial planning and understand audit requirements.

An ability to work effectively as a member of a team.

A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

You may also have one or more of the following:

A good understanding of and personal/professional interest in sustainable energy, including in a developing world/emerging economies context.

Knowledge of UK, EU and international policy relating to climate change, energy access or sustainable cities.

International development experience in the not-for-profit, social enterprise, governmental or donor community, including in India and/or Africa; including mobility and energy access – e.g. health, agriculture or livelihoods.

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An entrepreneurial background particularly in innovation in digital/clean tech and/or appropriate tech space. Good understanding/experience of social change/innovation.

Experience of developing and growing new businesses. Experience in finance and impact investing

Fundraising experience, contacts and networks.

As our core activity is running awards, we are looking for trustees with experience of participating in an award's scheme, which could include Ashden's Awards.

Trustee and Treasurer Responsibilities

Trustee

- Ensuring the proper management of Ashden in accordance with its charitable objects and charity law, which includes:
 - Ensuring that Ashden is carrying out its purposes for the public benefit.
 - Ensuring that Ashden complies with its governing documents, charity law, company law and any other relevant legislation or regulations.
 - Acting in Ashden's best interests, including safeguarding the good name and values of Ashden.
 - Managing Ashden's resources responsibly.
 - Acting with reasonable care and skill.
 - Ensuring that Ashden is accountable, complies with statutory accounting and reporting requirements, and is well run and effective.
 - Contributing to the development of Ashden's strategies

Treasurer

- Chairing the Finance and Operations Committee in line with its terms of reference and reporting back to the Board of Trustees. The Committee has full delegated authority to ensure that Ashden has effective processes and reporting for finance, people, audit and risk. On all other matters the Committee acts as a forum on behalf of the Board for reviewing in detail the areas of finance, people, audit and risk that underpin operational plans and activities and making the necessary reports and recommendations to the Board of Trustees.
- Key responsibilities of the Finance and Operations Committee include:
 - Ensuring effective oversight and review of financial performance and longer-term financial sustainability of Ashden.
 - Ensuring effective oversight and review of the risks facing Ashden.
 - Ensuring that proper systems, policies and procedures are in place and are operating effectively.
 - Developing thinking on Ashden's business model and ensure it keeps evolving

In addition to the statutory duties, each trustee should use their specific skills, knowledge or experience to help the Board reach sound decisions. Trustees may also help with external relations as appropriate, such as fundraising or speaking at events.

All trustees are asked to join four Board meetings each year. Ashden will pay for economy class travel and accommodation for the Away Day if necessary.

Term of trusteeship is three years which is subject to renewal a maximum of three times.



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Application Process:

To apply for this exciting opportunity, please send us your CV with a one page covering note explaining why you are interested: to our Director of Communications and HR, jo.walton@ashden.org. All applications should reach us by **6 March 2020**. Reflecting best practice, all applications will be considered by representatives of the Board and senior management and we will ask a short-list of candidates to be interviewed. We expect to conduct interviews during the week of **23 March 2020**. We will appoint the new Trustee to commence by our May Board meeting and away day. Thank you for your interest!