



MARGARET
PYKE TRUST

Treasurer Candidate Brief



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Thank you for your interest in joining the Board of the Margaret Pyke Trust.

We may be a relatively small charity, but we have consistently exceeded the expectations of our donors, the health professionals we train and our partners – we are an organisation that gets things done. The sexual and reproductive health training that we deliver in the UK is best in class and we are recognised as a leader by doctors, nurses, midwives and others. Our family planning and biodiversity conservation programmes in Uganda are ground-breaking and generating evidence underpinning our already successful advocacy work changing global and institutional biodiversity and climate policy, to recognise the importance of removing barriers to family planning. We have been a leader in contraception and sexual health for over 50 years and in 2023 we launched our new strategy, Thriving Together, with a new vision, mission and goals.

There is now both the opportunity and need for us to increase our impact and our income to grow our capacity to deliver. We are looking for up to three Trustees, including a Treasurer, who share our values and our ambitions. The ideal candidates will bring strategic vision, energy and fresh thinking to the Board. If you care about the future of people and the planet, if you want to help steer the Margaret Pyke Trust through the next phase of our development, and if you can offer us the skills, passion and dedication that we're looking for, then we hope you will consider applying to join us.

We are committed to increasing the diversity of our Board and would particularly welcome applications from underrepresented groups.

We look forward to hearing from you.

Sophie Copeman

Chair of Board of Trustees



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We are a unique global non-governmental organisation embedded in the human health, biodiversity and climate sectors. We train healthcare professionals around the world in sexual and reproductive health. In the UK, we train more clinicians in contraceptive and sexual health than anyone else. Internationally, we work in partnership with other environmental conservation and health organisations, to develop projects which simultaneously improve sexual and reproductive health services, provide livelihoods and support the conservation of biodiversity. We use our unique status and expertise to change biodiversity and climate policy to support reproductive choice.

For more information download our latest [Annual Report](#) and our new strategy, [Thriving Together](#).



Vision Our vision is a future without barriers to family planning, in a climate resilient world with healthy ecosystems.



Mission We accelerate the work of the health sector, to ensure everyone who wants contraception can access it, by changing policy, building partnerships and providing training.



Family planning and the environment

The Trust works to change global and institutional biodiversity and climate policy, promoting the importance for the conservation of nature of removing barriers to family planning. We design and manage projects integrating family planning and conservation action. We are the only member of the International Union for Conservation of Nature with 50 years' family planning expertise. As a result of the Trust's efforts, in October 2023, the IUCN's Global Species Action Plan included removing "barriers to rights-based voluntary family planning" as one of the many complementary actions we must undertake to implement the Global Biodiversity Framework. We also have Observer Status to the UN Framework Convention on Climate Change and UN Environment.

Policy

We seek changes to biodiversity and climate policy, from inside those sectors, to reflect the importance of reproductive health and rights, using our unique cross-sectoral status and expertise. We believe that removing barriers to family planning should be a priority within biodiversity and climate policy.

Projects

We run projects with partners integrating family planning and conservation action. Below is an example, but you can read more on our website and watch videos that explain more about our current projects.

Grey Crowned Crane – Uganda

The wetlands of Rukiga District, Uganda, are critical for both the local human communities (for their food and water security, livelihoods and to prevent flooding) and Uganda's stunning national bird, the Endangered Grey Crowned Crane (for their food and water security, livelihoods and to prevent flooding) and Uganda's stunning national bird, the Endangered Grey Crowned Crane (for their nesting habitat). With our partners, the International Crane Foundation/Endangered Wildlife Trust Partnership, Rugarama Hospital, and the London School of Hygiene & Tropical Medicine, we are empowering communities to conserve wetlands and cranes. We recognise the connections between human and environmental health and so, working with the local partner communities, developed a "population, health and environment" project, a model of conservation work which is growing in importance, and critical for the strategy of the Trust.

Sexual Reproductive Health (SRH) training

Lectures on Demand – SRH training for doctors, nurses, midwives and others

Throughout the year we run a series of online webinars and lectures on demand, which are delivered by speakers of the highest calibre and give succinct and essential information covering the latest SRH developments and guidelines.

SRH Essentials – training for primary care practitioners

SRH Essentials is a one-day interactive evidence-based learning experience. The course provides a solid foundation for those who see patients with sexual and reproductive health needs but who have had little or no formal SRH training, or need a refresher.

Bespoke SRH training

The Trust has substantial expertise designing and delivering bespoke training courses covering women's health, sexual health and contraception, delivered in person or remotely. Our bespoke training is designed to meet the learning needs as identified by the client and can incorporate comprehensive updates, local SRH issues, new developments and best practice guidelines, all with an emphasis on patient safety.

Uganda Sexual Health & Public Education (USHAPE)

USHAPE is our family planning programme, which we have designed for the specific training and health challenges in rural Uganda. USHAPE follows a whole institution approach, meaning all staff receive training whether they are clinicians or support staff. We are currently implementing USHAPE in three hospitals and their related health centres. For more information, visit our website to learn about how we train healthcare professionals in contraception and sexual health; partner with other environmental and health organisations to improve sexual and reproductive health services, provide livelihoods and conserve biodiversity; and change biodiversity and climate policy to support reproductive choice.

Trustee Recruitment

We are looking to recruit three committed, new trustees, one of whom will fulfil the role of Treasurer, who will bring energy, enthusiasm and insight to the role, and who will broaden the diversity of thinking on our Board. Previous trustee experience is not necessary and we welcome trustees who can bring a diversity of life experiences, knowledge and expertise.

Treasurer Role Description

Our trustees are a group of volunteers who hold the financial and legal responsibility for everything the Margaret Pyke Trust does. They bring a wide range of knowledge, expertise and experience to the charity and are responsible for approving our strategic plans, annual budget and Annual Report & Accounts.

The Treasurer maintains an overview of the Trust's financial affairs, ensuring that effective and appropriate financial measures, controls and procedures are put in place and reports to the Board at regular intervals about the financial health of the organisation.

Although the Treasurer takes the lead on the following, the ultimate responsibility for all financial affairs falls to all trustees.

Treasurer duties:

- Overseeing the presentation of budgets, internal management accounts, annual financial statements and investment portfolio performance to the Board of Trustees.
- Ensuring that proper accounting records are kept, and that appropriate accounting procedures and controls are in place
- Ensuring that robust and comprehensive financial policies are in place and being implemented, and supporting the development of policies including financial reserves
- Monitoring and advising on the financial viability of the Trust
- Overseeing financial controls and adherence to systems, regularly liaising with appropriate staff
- Advising on the financial implications of the Trust's strategic plan, including overseeing the Trust's financial risk-management process
- Overseeing and monitoring the good management of its investment portfolio and other assets
- Making a formal presentation of the accounts at the annual general meeting and drawing attention to important points in a coherent and easily understandable way
- Lead the finance and audit committee
- Keeping the board informed about its financial duties and responsibilities and liaising with the Chief Executive to develop the financial understanding of the Board of Trustees

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In addition the role of all trustees includes:

- Determining the overall direction and development of 'the Trust' through good governance and strategic planning
- Ensuring that the Trust acts in accordance with the legal and regulatory framework of the sector and its governing document, continually striving for best practice in governance
- Ensuring that the Trust applies its resources exclusively in pursuance of its charitable objects for the benefit of the public
- Overseeing the Trust's financial plans, budgets and investment portfolio
- Using specific skills, knowledge and experience to help the Board of Trustees reach sound decisions
- Ensuring the effective and efficient administration of the Trust, including having appropriate policies and procedures in place
- Ensuring that key risks are being identified, monitored and controlled effectively
- Reviewing and approving the Trust's financial statements
- Providing support and challenge to the Trust's Chief Executive in the exercise of their delegated authority and affairs
- Keeping abreast of changes in the Trust's operating environment
- Contributing to regular reviews of the Trust's own governance
- Supporting the Chief Executive and staff to raise funds to enable the Trust to meet its charitable objectives
- Attendance at quarterly Board meetings, adequately prepared to contribute to discussions, and a commitment to join relevant working groups and committees as appropriate
- Complying with the legal duties of a trustee as laid out by the Charity Commission



Personal skills and qualities

- A finance professional. Knowledge of charity finance is an advantage
- A strategic thinker with an ability to balance risk and opportunity
- Clear communicator with the ability to bring the financial information alive to non-finance specialists
- The skills to analyse proposals and examine their financial consequences
- A willingness to be available to staff for advice and enquiries on an ad hoc basis
- Being prepared to make unpopular recommendations to the board
- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion
- Enthusiasm for our vision and mission
- A willingness to devote the necessary time and effort to contribute effectively as a trustee, to read papers and proactively prepare for meetings
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Equality, Diversity and Inclusion

We want to enrich the diversity and ensure the effectiveness of our Board. We are genuinely keen to receive applications from people who identify as working class or have done so in the past, or are from minoritised ethnic backgrounds; disabled people; people who identify as LGBT+; neurodivergent people; and people with experience of mental health problems.

If you are disabled and have the essential skills and experience (as outlined above) to undertake the role we will invite you to an interview. If you need information in a different format or have any other accessibility needs related to your application please let us know.

Recruitment Process

We welcome applications from those with and without previous trustee experience. If you are new to governance positions and interested in this role, we are happy to provide training to ensure you feel confident and fully briefed in the responsibilities of UK charity trustees.

How to Apply

Please send a CV, and covering note of no more than two pages, explaining why you are interested in becoming a trustee of Margaret Pyke Trust and how you meet the criteria for the role to kate@margaretpyke.org.

If you need more information, or would like to have an informal conversation with Sophie Copeman (Chair), please email kate@margaretpyke.org to arrange a call.

Closing date for applications: 12 February 2024

Interviews: 12, 13 and 14 March 2024

This is a voluntary position, but reasonable expenses will be reimbursed.

