

The logo for the Sumatran Orangutan Society (SOS) is positioned at the top center. It features the letters 'SOS' in a large, white, sans-serif font. The 'O' is stylized with a dot above it. To the right of the 'SOS' acronym, the full name 'Sumatran Orangutan Society' is written in a smaller, white, sans-serif font, stacked in three lines.

SOS Sumatran
Orangutan
Society

Trustee Recruitment Pack



Message from the Chair of Trustees

SOS is a small charity with a big ambition: to help secure a thriving and resilient future for critically endangered Sumatran and Tapanuli orangutans.

With an admirable portfolio of projects and partnerships built up over 20 years of supporting conservation efforts in Sumatra, we have now reached an important moment in our development. We are about to launch an exciting new conservation strategy - with collaboration with forest-edge communities at its heart.

Protecting orangutans and their precious forest home just isn't possible without working closely with the people living alongside them, helping to support their development needs whilst developing their role as conservation champions.

In our new strategy to 2030, our Conservation Greenprint, we will be ramping up these efforts, building a 'gold-standard' conservation programme which can help wild orangutans to thrive in resilient forests.

To help us succeed in this exciting new phase, we are looking for some inspirational people with key skills to join our passionate board of trustees. Come and join one of the most innovative, nimble and dedicated conservation groups in the UK, as we redouble our efforts to realise a flourishing future for orangutans, forests and people.

Ed Matthew

SOS Chair of Trustees



About SOS

At SOS, our vision is wild Sumatran and Tapanuli orangutans thriving in resilient forests. Our conservation strategy focuses on finding local solutions to global challenges. We collaborate with forest-edge communities to secure the long-term future of orangutans through actions that enable both to flourish.

As we prepare to launch our Conservation Greenprint – our new strategy to 2030 – the charity is on the brink of a hugely exciting step change, increasing the scale and impact of our work, and galvanising our global network of supporters and collaborators to realise our ambitious plans.

Building on our 21 years of expertise and learnings on the ground in Sumatra, our new strategy sets out our community-led approach to secure globally important forest landscapes and halt the decline of the remaining rare Sumatran and Tapanuli orangutans – the latter of which are the most critically endangered great ape on the planet.

By 2030, working closely with our frontline partners, we will support the protection of 1.8 million hectares of standing forest, rewild 10,000 hectares of degraded orangutan habitat and ensure connectivity in the landscape so wild orangutans, people and the planet can thrive for the future.

The Opportunity

Could you help us grow the reach and impact of our work, build partnerships, and amplify our efforts and our voices to ensure a thriving future for orangutans and their precious forests?

As SOS evolves, we want to grow, strengthen and diversify our Board, to ensure we can provide the best possible oversight and support to the team.

This is a unique opportunity to contribute to the charity's vital mission, make an impact to tackle the dual crises of biodiversity loss and climate change, work with a talented team, and support a nimble, values-driven organisation. Our Board is committed, collaborative and insightful, and SOS's work is highly strategic, challenging, and dynamic.

The role of the board

The board of trustees have oversight of the charity, make key decisions to help steer the strategic direction, ensure best use of our valuable resources, and support the staff team to meet our ambitious goals.

The board meets quarterly, primarily remotely, with one in-person meeting each year (location variable – Abingdon, Oxford or London). Trustees are also expected to be available for ad hoc consultation and input on a range of issues between meetings, usually via email, or online meetings (e.g. Zoom, MS Teams) where discussion is needed.

Trustees operate in a voluntary capacity, but SOS will cover all reasonable expenses incurred while exercising your responsibilities. Details of trustee responsibilities can be found on the UK Charity Commission website [here](#).

It is our policy to work towards an inclusive and diverse Board, with the right blend of strategic insight, personal skills and relevant professional experience, through which all Trustees are able to play to their strengths as equal and valued members of the Board.

We hope that board members will gain valuable experience through their role with SOS, as well as the satisfaction of contributing to an effective, ambitious conservation organisation.

Main responsibilities:

- With the rest of the board, to have oversight of the strategy, including its development and implementation.
- Financial oversight.
- Oversight of key organisational policies and procedures.
- Monitor key risks to the organisation and ensure appropriate risk mitigation where possible.
- Supporting the personal development and well-being of the staff team.
- Support with fundraising/partnership efforts, and building/maintaining relationships with current or potential funders/partners.
- Represent SOS as a spokesperson at appropriate events, meetings and functions.

Who are we looking for?

We are currently seeking to recruit 3-4 new trustees, ideally with specific expertise in one or more of the following areas:

- Financial (we are seeking a new Treasurer)
- Fundraising
- Marketing and communications
- Indonesian policy expertise
- Other technical expertise relevant to the charity's mission

We would also welcome expressions of interest from others with well-established skills and experience, or who are well networked with strategic partners, funders or institutions, who feel they would be able to contribute to and guide the charity's strategic development.

Ideal person specification

- Committed to the mission and [values](#) of SOS.
- Good communication and interpersonal skills, tact and diplomacy; able to work effectively as a member of a team.
- Willing to speak your mind in a board setting, to listen to others' views and be flexible, constructive, and open to challenge.
- Understanding and accepting of the legal duties and responsibilities of being a member of the board.
- See Annex for specifics related to the Treasurer role.

Commitment

- A term of 3 years, with a review after the first 12 months, and potential to renew (up to a maximum of 3 terms / 9 years).
- Attendance at quarterly board meetings (usually online, one in-person meeting/year).
- Board papers are issued ten days in advance of meetings and Trustees need to ensure they have read and understood all information in advance of the meetings in order to fully participate and execute their duties.
- Being in email communication with the staff team and other board members about any time-sensitive matters arising between board meetings.
- If appropriate, to take responsibility for particular issues or areas of work.

Qualifying criteria

All Trustees must be aged 18 or over upon appointment. Potential Trustees must confirm that they are not disqualified under the automatic disqualification rules which are detailed [here](#).

Equality, Diversity and Inclusion

At SOS we are committed to Equality, Diversity, and Inclusion as core to our operations, and our commitment is alive as we seek to grow our team to enable us to meet our ambitious plans. We welcome applications from any person who is interested in this role and has the skills, time and commitment to contribute to our mission.

Equality: We make sure that everyone is treated fairly and with dignity and respect. We challenge discrimination and remove barriers, so that everyone has opportunities to achieve their desired outcomes.

Diversity: We recognise the benefits of different values, abilities, and perspectives, and celebrate people's differences. We promote an environment that welcomes and values diverse backgrounds, thinking, skills and experience.

Inclusion: We operate a working culture where everyone has equal access to opportunities and resources, and where everyone feels valued and accepted. At SOS we welcome everyone to contribute and have a voice and we make reasonable adjustments to facilitate active participation.

How to apply

If you are interested in becoming a Trustee and feel you have the skills, experience and time required, we would be delighted to hear from you.

Prospective Trustees are invited to contact the Chair, Ed Matthew, for an informal discussion about the role before applying. Please email recruitment@orangutans-sos.org

Applications can be sent in any format providing they include information found in a CV, and with a covering statement setting out your motivation and relevant skills and experience. Your application should be sent by email to recruitment@orangutans-sos.org by 10th October 2022. Interviews will be held with shortlisted candidates in October to discuss your relevant skills and experience, and how you would complement the existing Board of Trustees.

Annex: Treasurer role specifics

The overall role of the Treasurer is to maintain an overview of the organisation's affairs, ensure its financial viability and ensure that proper financial records and procedures are maintained.

In addition to the general responsibilities of a Trustee, the duties of the Treasurer include the following:

- Overseeing, approving and presenting budgets, accounts and financial statements.
- Being assured that the financial resources of the organisation meet its present and future needs.
- Ensuring that the charity has an appropriate reserves policy.
- Preparing and presenting financial reports to the board.
- Ensuring that appropriate accounting procedures and controls are in place.
- Liaising with staff about financial matters.
- Advising on the financial implications of the organisation's strategic plans.
- Ensuring that the charity has an appropriate investment policy.
- Ensuring that there is no conflict between any investment held and the aims and objects of the charity.
- Ensuring that the accounts are prepared and disclosed in the form required by funders and the relevant statutory bodies, including the Charity Commission.
- Ensuring that the accounts are scrutinised in the manner required (independent examination or audit) and any recommendations are implemented.
- Keeping the board informed about its financial duties and responsibilities.
- Contributing to the fundraising strategy of the organisation.
- Making a formal presentation of the accounts to the Board and drawing attention to important points in a coherent and easily understandable way.

Person specification

In addition to the qualities for a Trustee, the Treasurer should have the following qualities:

- Financial qualifications and experience.
- Some experience of charity finance (desirable).
- The skills to analyse proposals and examine their financial consequences.
- Being prepared to make recommendations to the board.
- A willingness to be available to staff for advice and enquiries on an ad hoc basis.