

SongBird Survival Trustee Recruitment Pack

We're delighted that you are interested in becoming a trustee of SongBird Survival and supporting our work to protect the UK's songbirds.

This pack provides potential candidates with the information they need to understand the trustee role, learn more about SongBird Survival, and decide whether they would like to apply.

Please visit <https://www.songbird-survival.org.uk/who-we-are/work-with-us> to access all the relevant documents and submit your application.



Welcome

Thank you for your interest in becoming a trustee of SongBird Survival.

Trustees play an essential role in the governance of SongBird Survival. They help shape our strategy, support sound decision-making and contribute to the successful achievement of our goals.

This is a voluntary, unpaid trustee role with an expected time commitment of around one day per month, including preparation for Board meetings, participation in discussions, and occasional work between meetings. Trustees help set the charity's strategic direction, support and challenge the leadership team, and act as ambassadors for SongBird Survival's mission.

We hope this pack gives you a clear sense of who we are, what trusteeship involves, and how you could help us protect the UK's songbirds. We would be delighted to hear from you if you feel inspired to get involved and apply.

Nicky Oliver
Chairman of Trustees

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SongBird Survival. A company limited by guarantee,
and not having a share capital



Registered in England no. **4078747** Charity no. **1085281**

About SongBird Survival

SongBird Survival is an independent charity that has been working since 2000 to solve the ecological crisis for songbirds. Our vision is to create rich, resilient and balanced songbird populations.

We are the only national UK charity solely dedicated to changing the future for songbirds. We make an impact by driving conservation through scientific research, protecting songbirds by raising awareness and inspiring action, and safeguarding the most at-risk songbird species.

Our UK songbirds are facing unprecedented threats. Over the last 50 years, populations have fallen by 50% and continue to decline. Once common species - such as the nightingale and willow tit - have become rare sights and sounds. We live in an era of mass species extinction, driven by threats such as climate change, insect decline, pollution, predation and landscape changes.

One of the main ways SongBird Survival achieves its goals is through scientific research. By investigating the causes of songbird declines and developing evidence-based solutions, we can help drive practical action and make a real difference on the ground. In addition to the research, we also run a range of educational campaigns, engaging and inspiring people of all ages raising awareness about the importance of biodiversity and environmental stewardship

Our values, which underpin all our work

- Courageous
- Community
- Authentic
- Passionate
- Science-driven

Key ways in which we work to achieve positive change



SongBird Survival is a national charity with a small, committed team working remotely across the UK. Our trustees bring strategic oversight, specialist expertise and constructive challenge, helping us make the best use of our resources and focus our work where it can have the greatest impact for songbirds.

About this role and who we're looking for

Some of our trustees will reach the end of their term of office in 2027. We are seeking new trustees to join our Board from March 2027.

Over the past 25 years, SongBird Survival has grown from a passionate grassroots movement into a leading independent charity dedicated to safeguarding the UK's songbirds. Our work is rooted in scientific research, public education and practical conservation action.

We're looking for trustees who:

- share our passion for our mission and the work we do
- would bring new and challenging perspectives to our charity
- could act as an ambassador for our charity and our community.

We want our Board to bring together a wider range of experiences, perspectives and skills, so that we make better decisions and are more effective as a charity. We particularly welcome applications from younger people, and from candidates with a background or advanced knowledge in:

- **Professional Fundraising**
- **Communications – particularly digital and PR**

Trustee meetings are held every two to three months either in person in London or online. We have an annual AGM and occasional strategy away days. Trustees are also invited to be part of our subcommittees on specialist topics or projects.

Trustees are asked to be available for occasional unscheduled meetings and email discussions when urgent business arises. They may also be invited to join working groups and are expected to spend time preparing for meetings by reading and considering papers in advance.

The specific duties of the role are outlined in the role description in this pack.

Remuneration: All work is voluntary and unpaid, although expenses incurred in fulfilling your duties will be reimbursed, including any travel costs.

Duration: Trustees are appointed for a three-year term and may stand again after this period, up to a maximum of three terms.

Support: New trustees will receive an induction covering our strategy, governance, finances, research programme and current priorities. We want trustees to feel informed, supported and able to contribute confidently from the start.

Schedule of meetings

Trustee meetings are usually held mid-week during working hours. Online meetings last around two hours, while face-to-face meetings last around three to four hours. Meetings are currently scheduled in January, March, June, September and November, with the June and November meetings held face to face.

How to become a trustee with us

If you are interested in finding out more about the role and whether it is right for you, we'd love to hear from you and answer any questions. Please contact Sue Morgan, our Chief Executive Officer, via hr@songbird-survival.org.uk

If you would like to apply, the process is outlined below:

Application

Apply by completing our application form, which can be found on our website: www.songbird-survival.org.uk/who-we-are/work-with-us

Applications are now open and should be submitted by 11.59pm 11th September 2026. Following the closing date, shortlisted candidates will be invited to an online interview. Successful candidates will then be recommended to the Board for appointment, expected to take up their role from November 2027 (co-opted by the Board, and then formal voting by members at the March AGM).

If you have any difficulties applying online, we can send a paper application form or support you in another way, such as by telephone or video call.

Contact us on hr@songbird-survival.org.uk

Find out more about SongBird Survival at www.songbird-survival.org.uk

The role description

The Trustee Board oversees SongBird Survival and is accountable for ensuring that the charity remains solvent, well run, reputable, and focused on applying its assets for the charitable purposes set out in its objects. The Board and staff team work together to deliver our mission.

The Board must always act in the best interests of SongBird Survival, exercising the same duty of care that a prudent person of business would in looking after the affairs of someone they have responsibility for. The Board also makes sure the charity complies with its memorandum and articles of association, and with all laws and regulations it is subject to.

Trustees have collective and joint responsibilities and must act as a group, not as individuals.

Responsibilities

The responsibilities of a trustee are as follows:

- Ensure that the organisation pursues its stated objects, as defined in its governing document, by developing and agreeing a long-term strategy.
- Ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure that the organisation applies its resources exclusively in pursuance of its charitable objects (i.e., the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensure that the organisation defines its goals and evaluates performance against agreed targets.
- Approve operational strategies, operational policies and ethical standards for SongBird Survival, and monitor and evaluate their performance.
- Safeguard the good name and values of the organisation
- Ensure the financial stability of the organisation.
- Review and approve the annual financial statements
- Ensure that key financial and non-financial risks relating to SongBird Survival's activities and affairs are identified, monitored and controlled effectively.
- Protect and manage the property of the charity and ensure the proper investment of the charity's funds.
- Follow proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the CEO, delegating all such authority, powers and functions as required for the management and implementation of SongBird Survival's activities and affairs.
- Endeavour to attend all Board meetings, ensuring they are adequately prepared to contribute to deliberations.
- Exercise independence of judgement, acting legally and in good faith to promote and protect SongBird Survival's interests, to the exclusion of their own personal or third-

party interests, and use information received in their capacity as a trustee with discretion and for the purposes for which it is provided.

- Keep appropriately informed on SongBird Survival's activities and operating environment, and remain conversant with their duties and responsibilities as trustees.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or contributing to other issues in which the trustee has special expertise.

Person specification

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- 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.