

LOVE ROWING

CHANGING LIVES.
TOGETHER.

Trustee Candidate Brief Hon. Treasurer



Picture from our National Row the Rhythm Project

About Love Rowing

Love Rowing is the Charitable Foundation of British Rowing. British Rowing is the national governing body for the sport of rowing in England, responsible for promoting and developing the sport at all levels, from grassroots to high-performance.

Love Rowing has a clear mission – to transform lives through increasing access to the sport of rowing and its inherent benefits. Love Rowing raises funds for rowing programmes across the UK. Its projects bring more disabled people and more young people from deprived areas of the UK into the sport. So far Love Rowing has supported 80 projects and over 12,000 beneficiaries.

Location

The Charity is based in London. Most meetings are now online. Events and visits are face to face UK wide.

Purpose of the Trustee Role & Hon Treasurer

Becoming a trustee for Love Rowing can be an exciting and fulfilling role. The role of a trustee is to ensure that the organisation fulfils its duty to its beneficiaries and delivers on its vision, mission and values. The board of trustees are both jointly and individually responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

The Hon. Treasurer plays a pivotal role in safeguarding the financial integrity and sustainability of the Foundation. Their primary responsibility is to maintain strategic oversight of the organisation's financial affairs, ensuring that it remains viable, compliant, and well-positioned to achieve its charitable objectives. This includes ensuring that robust financial systems, accurate records, and effective procedures are in place and consistently followed.

The Treasurer works closely with, and is actively supported by the Foundation Director, collaborating on both strategic and operational financial matters to ensure sound governance and effective delivery.

Time Commitment

Trustees are expected to attend quarterly online board meetings and a face-to-face strategy day.

The Hon. Treasurer will be a member of the Finance, Governance & Risk (FGR) Sub Committee.

This is a hands-on role interfacing with British Rowing finance and external agencies.

Reference Documents

[Charity Commission guidance - GOV.UK](#)

[Charity Trustee What's Involved](#)

[Home — Charity Governance Code](#)

All Love Rowing Trustees are Required To:

Uphold the charity's mission and ensure its effective governance, strategic direction, and legal compliance.. Their responsibilities include:

Strategic Leadership

- Ensure the charity pursues its stated charitable objects as defined in the Articles of Association.
- Establish and maintain a clear vision, values, and strategy, ensuring shared understanding among trustees, staff, stakeholders, and associated personnel.
- Ensure operational plans and budgets align with and support the strategic vision.
- Define organisational goals and evaluate performance against agreed targets.
- Advise on and support fundraising efforts and project engagement.

Stakeholder Engagement

- Regularly seek and consider the views of stakeholders, including individual members, member organisations, staff, and volunteers.
- Uphold the good name and values of the organisation in all interactions.

Governance and Compliance

- Ensure compliance with the Articles of Association, charity law, company law, employment law, and other relevant regulations.
- Ensure resources are used exclusively to further the charity's objects.
- Maintain appropriate governance structures that reflect the charity's size, complexity, and diversity.
- Review the governance structure and board performance regularly.
- Ensure trustees adhere to an agreed code of conduct, with mechanisms for addressing non-compliance.

Risk and Oversight

- Identify and regularly review major risks to the organisation, ensuring systems are in place to mitigate or manage them.
- Monitor changes in the external environment (political, financial, demographic, competitive) that may impact the charity.
- Hold staff accountable for the management and administration of the charity.
- Consider external professional advice on matters presenting material risk or potential breach of trustee duties.

Staff and Operational Oversight

- Follow formal arrangements for the appointment, supervision, support, appraisal, and remuneration of staff.
- Ensure the organisation exercises a duty of care to its employees.
- Support continuous professional development across the organisation.

Engagement and Representation

- Visit projects and attend fundraising events to support the charity's work.
- Actively engage with the charity's activities and initiatives.

The Hon. Treasurers Role

Strategic

- Assist and advise in the formation of the charity's financial strategy, ensuring adequate resources to deliver services and that funds are spent on furthering charitable purposes.
- Advise on the financial implications of strategic and operational plans.
- Advise on the fundraising strategy and ensure alignment with the charity's aims.
- Ensure the Board receives regular and appropriate financial information.
- Review and present the annual financial statements to the Board.
- Recommend appropriate accounting procedures, controls, and policies consistent with financial and regulatory legislation.
- Oversee the appointment and regular review of auditors.
- Work in close partnership with the Foundation Director to support strategic goals.
- Ensure appropriate investment and reserves policies are in place.
- Monitor the performance of investments.
- Ensure all equipment and assets are adequately maintained and accounted for.

Governance

- Maintain effective governance of the organisation's financial affairs, ensuring viability and proper processes for financial records, decisions, and delegations.
- Ensure the Board is aware of its financial duties and responsibilities and complies with all relevant legislations (e.g. Companies and Charity Law)
- Lead on the assessment and management of financial risk
- Ensure financial policies and procedures are regularly reviewed and updated
- Ensure compliance with charity accounting practices and statutory requirements
- Ensure recommendations from auditors are implemented
- Ensure accounts meet conditions of contractual agreements with funders and statutory bodies.

Main Responsibilities

- Present financial reports and statements to the Board, including written and verbal updates
- Advise on financial risks and implications of decisions.
- Oversee the annual budget, ensuring timely reporting of key issues and risks.
- Lead development and implementation of finance policies
- Liaise with external auditors and professional advisors
- Oversee preparation of annual financial statements and ensure compliance with SORP.
- Preparation and submission of the annual gift aid claim, to MRC on a timely basis.
- Act in the best interests of the charity, undertaking additional duties as needed.

Experience, Skills & Behaviours required to fulfil the role of Hon. Treasurer effectively:

- Experience of charity accounting.
- Experience of financial control, budgeting, and risk management.
- Good communications and interpersonal skills.
- A willingness to be contacted on an ad-hoc basis.
- Ability to ensure financial decisions are taken and followed up in a timely manner.

How to Apply

To apply, please send a CV and supporting statement detailing why being a Trustee of Love Rowing appeals to you and what skills you can bring to the board. Please email to info@loverowing.org. **If you are unable to apply online, please contact Leanne Masterton on 07733267250.**

Timetable:

04/11/2025 @ 12noon: Applications Close

Week beginning 17/11/2025: 1st Round Interviews

Week beginning 24/11/2025: “fireside chat”(30min VC)

Week beginning 01/12/2025: Final panel interview

Our commitment: We are an equal opportunities employer and actively encourage applications from individuals of all backgrounds, including ethnically diverse communities, disabled people, LGBTQ+, or from other underrepresented communities.

We are committed to building a team that reflects the diversity of the communities we serve and to creating an inclusive environment where everyone can thrive. If you require any adjustments during the recruitment process, please let us know—we’re happy to support you.

Personal data statement: Personal data In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your CV and application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your CV/ application documentation will be understood by us as your express consent to process this information going forward.