



Thank you for considering the opportunity to support the Animal Behaviour and Training Council (ABTC) by exploring the possibility of joining our Board as a Trustee. This document is designed to provide you with a comprehensive overview of the Trustee role, including the typical workload, to assist you in your decision-making process.

Application Process

Individuals interested in becoming an ABTC Trustee are invited to submit their applications by 19 April 2024. Applicants are requested to fill in a 'skills audit' and detail your interest in the role and what you believe you can contribute to the ABTC as a Trustee. You may also send a CV if you wish. The skills audit (and any other documents supplied) will be circulated to voting Member Organisations so that they can make an informed choice of Trustee. Candidates will be selected through a voting process prior to the ABTC Annual General Meeting (AGM) on Thursday, 11th July, when the elected Trustees take up their posts.

ABTC Trustee Role Overview

The role of an ABTC Trustee is diverse and dynamic. We are particularly interested in individuals who bring specific skill sets and experiences to the table, including but not limited to education, quality assurance, fundraising, communications, government relations, human resources, and finance. Trustees will have the opportunity to join various sub-committees within the ABTC, further supporting our charitable aims. The Trustees are supported by two very efficient part-time staff to aid the administration of the charity. An organisational chart detailing these sub-committees can be found on <https://abtc.org.uk/wp-content/uploads/2024/03/ABTC-Structure-20-09-23.pdf> for your reference.

Why Become an ABTC Trustee?

As a charity, the ABTC operates with a team of dedicated volunteer Trustees who are committed to our charitable aims. These aims include improving the

welfare of animals undergoing training or behavioural therapy and enhancing the standard of services provided to animals and their carers within the animal behaviour and training sector.

Becoming an ABTC Trustee is an immensely rewarding experience. It offers you the chance to make a significant impact within the sector, expand your professional network, and gain new insights and knowledge about the field.

Workload and Commitment

The commitment required from an ABTC Trustee includes attending monthly board meetings to discuss ongoing matters and make decisions that benefit our member organisations and the day-to-day operations of the charity.

Trustees are also expected to contribute their unique skills by participating in various sub-committees. These sub-committees typically convene once a month or every two months, and all meetings are held virtually to accommodate the diverse locations and schedules of our Trustees. There is also an annual 'strategy' meeting which Trustees are encouraged to attend in person.

In addition, the ABTC holds bi-annual Council meetings with all our member organisations and an annual AGM. On occasion, there may be an extraordinary Council meeting called. Trustees are expected to attend at least 10 of the 12 monthly Trustee meetings, the Council and AGM meetings, as part of their commitment to their role.

The workload can vary depending on the projects and subcommittees an ABTC Trustee is involved with; on average, a Trustee would provide around 6-10 hours a month for this role.

Any questions?

We hope this document provides a clear understanding of what it means to be an ABTC Trustee and the valuable role you could play in advancing our charitable aims. Should you have any further questions or require additional information, please do not hesitate to contact us at info@abtc.org.uk