

## Finance Trustee



**Award-winning Charity, Life Cycle UK is seeking to appoint a new Trustee with financial expertise to its board.**

### About Life Cycle UK

Life Cycle UK is a registered charity with offices in Bristol and Derby. Our mission is to transform lives and the environment through cycling.

We deliver activities that give people the skills and confidence to cycle - including training over 2,000 children and young people to cycle safely each year.

Our award-winning Inclusive Cycling projects support people with disabilities, mental illness, offenders, disadvantaged kids and isolated older people to live healthier, happier lives. Three examples:

- 🚲 'Two's Company' enlists sighted volunteers to help blind people experience joyful, liberating days riding tandems.
- 🚲 'Bike Minded' uses gentle group bike rides to support people with mental illness to manage their condition and re-connect with others.
- 🚲 'Bike Back' teaches prisoners to refurbish broken bicycles that lift low-income people out of transport poverty.

Our work is nationally acclaimed and we have been recognised with a *Queen's Award for Voluntary Service* and *The Robin Corbett Award for Prisoner Reintegration*.

For more information about our work, please visit: <https://www.lifecycleuk.org.uk/>

### Our Trustees

Life Cycle currently has eight **Trustees** - all senior professionals in their fields that bring a range of skills, knowledge and expertise to the board. The main board meets quarterly. All Trustees are volunteers and join in order to support the development of Life Cycle, share their knowledge and expertise and help us provide the best possible service to our beneficiaries.

*"It's great being part of an organisation that enables so many people to experience the joy of cycling. I love knowing that our strategic and governance work quietly supports the fantastic Life Cycle staff and volunteers to get on with their important work with clients" - David Evans, Life Cycle trustee*

## About the Board

The Life Cycle Board has two sub-committees:

- 🚲 The Finance Sub-Committee (made up of 3+ trustees) meets quarterly with the CEO and Finance Manager to review the management accounts. The Finance Committee presents these to the full Board.
- 🚲 The Governance Sub-Committee (made up of 3+ trustees), which meets twice a year.

Trustees may be called upon between these times to support the CEO or other senior staff members with specific issues as required.

## Could you join our Board?

We are seeking to appoint a trustee with a financial background who can bring the following skills and experience:

You will:

- ✓ Be an experienced Accountant or have proven financial skills and experience in a professional role
- ✓ Understand charity finances, charity SORP and accounts - or be willing to attend training
- ✓ Have experience of working at a senior level
- ✓ Think strategically
- ✓ Demonstrate independent judgement and a willingness to speak your mind
- ✓ Be passionate about cycling and Life Cycle's mission
- ✓ Have enough time to contribute positively to our work.

## The Role

As a member of Life Cycle's Board you will:

- ✓ Be able to work cooperatively with other Board members and Senior staff
- ✓ Contribute actively to Life Cycle's development by helping set strategic direction, policy, agreeing goals and evaluating performance
- ✓ Advise on the financial implications of Life Cycle's strategic plans and the financial risk-management process.
- ✓ Ensure that Life Cycle's finances are responsibly managed to guarantee the long-term sustainability of our work for the beneficiaries we serve.
- ✓ Support the Board's duty to ensure proper accounting records are kept; financial resources are controlled, invested and economically spent in line with governance, legal and regulatory requirements.
- ✓ Assist in the development and implementation of financial reserves, cost management and investment policies.

## Being a charity Trustee – what you need to know

Trustees are legally responsible for the work of the charity and its finances. They must act in the best interests of the charity and ensure it operates within its charitable objectives and delivers against its mission.

[Click here to read the Charity Commission's useful guidance on the role and responsibilities of trustees.](#)

[Click here to read the Institute of Financial Accountants' helpful guide to being a trustee.](#)

## Next Steps

If you are interested in becoming a trustee of Life Cycle UK, please contact our Chief Executive, Poppy Brett, for an informal chat: [poppy@lifecycleuk.org.uk](mailto:poppy@lifecycleuk.org.uk) or 0117 353 4580.