



**Army
Cadet
Charitable
Trust UK**

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Chair

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ACCT UK TRUSTEE RECRUITMENT A FINANCE SPECIALIST TRUSTEE

WELCOME

The Army Cadet Charitable Trust UK (ACCT UK) is a 96-year-old national youth charity dedicated to improving the life chances of young people and is the official charity supporting the national youth movement known as the Army Cadet Force (ACF). We help disadvantaged young people access the opportunities and benefits available in the Army Cadet programme and, through doing so, enable them to develop and achieve their own potential. We provide grants both to individual cadets and cadet counties so that they can train, go on camps, and learn valuable new skills that will benefit them well into their adult lives. We also support the adult volunteers who deliver the training and whose support is vital to the work of the Army Cadets.

We warmly welcome applicants from all sections of the community regardless of their age, religion, gender identity or expression, race, disability or sexual orientation, and are committed to promoting diversity, and equality of opportunity. It is important for us to be representative of the community we serve, and this starts with the diversity of our board members. We ensure that all of our trustees are valued equally and able to contribute on an equal footing, regardless of their background or identity.

ABOUT THE ROLE

The Finance specialist trustee will be an important member of ACCT UK's Board. You would be part of our team of trustees overseeing the strategic direction of ACCT UK to ensure that it achieves its charitable objects with the particular role of monitoring its financial management. Our charity is financially secure and stable, nevertheless we are looking for an additional trustee with finance experience to work in partnership with the charity's Treasurer (Chair of the Finance and General Purposes Committee) in monitoring the work of the Charity's finance team, thus providing fellow board trustees with financial insight and reassurance. We would say it, wouldn't we (!), but we think you would really enjoy being a trustee and also find it hugely satisfying and rewarding. A fuller description of the role is at Annex A.

THE IDEAL CANDIDATE

We are seeking a volunteer with a strong professional track record in finance or accountancy, who can provide senior level oversight on our Finance and General Purposes Committee. You will have an understanding of best practice in financial

reporting, controls and governance. A background in charity finance is not essential but would be advantageous. We are seeking a Trustee with sound judgement, the highest professional standards and integrity and strong communication skills who would enjoy contributing to the overall governance of the charity. This role would suit someone with a finance background looking for their first trustee position or who has been a Treasurer for a smaller charity and is not looking for a larger Treasurer role at this time.

THE RECRUITMENT PROCESS

Please see the How to Apply section further below to apply for this role.

We will have an informal selection panel to consider volunteer applications and if you are selected you will be one of the people who will lead ACCT UK and decide how it is run.

Working with our other trustees, your skills and experience will be key to the success and development of ACCT UK. The successful candidate will benefit from being part of a dynamic and successful trustee body of a charity which demonstrates great social value to young people and to society, and to those adult volunteers who train and develop the cadets, inspiring them to achieve their full potential.

As you will become a charity trustee and company director, and as we work with young people, there are a number of eligibility criteria which we will cover with you. Please ask us if you have any questions around your eligibility for this role.

You can find out more about what we look for in a Trustee in Annex B.

TIME COMMITMENT

We ask trustees to be able to commit up to 6-8 hours a month to board matters, plus formal board and committee meetings.

TENURE

Once elected as a trustee, you will be asked to serve for a three-year term, following which by mutual agreement you could be elected for a further three-year term.

On election you will have a probationary period of 3 to 4 months depending on your joining date and dates of board meetings and committee group meetings. In the probationary period you should attend one board meeting and at least two committee meetings as a trustee. This will give you an insight into the work done by trustees and the commitment required to be a trustee and will allow both the board and you to assess whether this role is suitable for you. You will have full trustee voting rights during the probationary period.

ALLOWANCES

The position of trustee is voluntary and unpaid. Reasonable out of pocket expenses will be reimbursed. This includes the cost of travel.

HOW TO APPLY

For an informal discussion / video conference about the role, or if you have any questions at all, please contact the Chief Executive [Murdo Urquhart] at murdo.urquhart@acctuk.org

Closing date for applications: midday on 31st May 2026 2026.

Interviews will take place by video conference at a mutually agreed date in June 2026.

Please apply by sending an email to the Chief Executive, Murdo Urquhart, at murdo.urquhart@acctuk.org along with:

- Your CV
- A letter or email outlining your reasons for applying and how you meet the criteria

Our website is at: <https://acctuk.org/>

Annexes:

A. ACCT UK Finance Specialist Trustee – Volunteer role description

B. ACCT UK Board of Trustees – Purpose and Construct

Annex A

ACCT UK Finance Trustee Role Description

Role overview

The Finance Trustee is one of twelve trustees on the Board governing ACCT UK, will be a key member of the Finance and General Purposes Committee and also a member of the Investment and Audit Committee. The role is however not confined solely to finance matters, as the finance specialist trustee is expected to play a full part in wider decision making for ACCT UK.

The Finance Trustee is not expected to be involved in the minutiae of day-to-day financial management; this the responsibility of the Director of Finance. The Finance trustee, working in partnership with the Treasurer, will therefore monitor and support the work of the finance team, advising and commenting when necessary.

Finance Specialist Trustee - main responsibilities

The main responsibilities and duties of the Finance Specialist Trustee, in partnership with the Treasurer, include:

- Monitoring the financial management of the charity.
- Advising the Board on the financial implications of the Charity's strategic plan.
- Liaising, where applicable, with the appropriate members of staff responsible for the Charity's financial activities.
- Acting as an interpreter on finance matters to fellow trustees who may not understand the detail of the Director of Finance's reports to the Board.
- Advising the executive and supporting the Board to ensure sound governance of the charity as a whole.

Annex B **ACCT UK Board of Trustees – Purpose and Construct**

Introduction

Trustees have overall and wide-ranging responsibility and authority for their Charity. An effective board should have the range of specialist, sector and general experience and expertise in its trustees to meet its legal and regulatory responsibilities, to set the strategy for the Charity and oversee/assure its effective delivery, to support the Executive, to govern the Charity and fulfil the seven principles of the Charity Governance Code (<https://www.charitygovernancecode.org/en/front-page>), and to bring fresh perspectives and avoid ‘Groupthink’.

Aspirations of the ACCT UK Board

The ACCT UK Board of Trustees aspire to be collectively focussed on achieving the Objects of the ACCT UK as a charity, and energetic in their commitment to delivering the optimum benefit to young people, our beneficiaries, primarily but not necessarily exclusively through the ACF.

The beneficiary body, i.e. ACF cadets and their counties, is best served by having people on the Board with the right collective blend of specialist and general experience and knowledge, a focus on the beneficiary, a strategic mindset, the ability to maintain objectivity and distance from the Executive, the openness to challenge and try things that might potentially make a difference, a commitment to the charity and its objects, and a determination to contribute time and energy to the Board.

Overview of the role of an ACCT UK trustee

Our trustees have overall control of the ACCT UK and are responsible for ensuring that the charity is doing what it was set up to do. Trustees have two important roles.

1. All trustees have a legal duty to govern the ACCT UK effectively, which includes setting the strategy needed to carry out the Charity’s objects and overseeing the Executive (the Charity’s Secretariat) in the proper and effective delivery of that strategy.
2. General trustees are the advocates for all of the ACF counties and adult volunteers in their regions.

ACCT UK’s Charitable objects

ACCT UK has two charitable objects, which are:

1. To give mental, moral and physical training to young people and so to form and develop the character of each as to enable them to make a good start in life and to develop in them principles of good citizenship.
2. To promote the efficiency of the Army Cadet Force through fostering the activities of Army Cadets and advancing the youth leadership abilities of Army Cadet Force Adult Volunteers.

The ACCT UK Board of Trustees

The ACCT UK board is made up of two types of trustees:

1. **Specialist trustees:** To mitigate risk to the Board and the Charity, ACCT UK has recruited a small number of trustees with specialist or sector knowledge, skills, insight and expertise to challenge the Executive effectively and support the Board in its governance, oversight and assurance role, in all possible areas of risk. Principally these are legal, financial accounting and management accounting, investments, and data protection and information security.
2. **General Trustees:** ACCT UK requires general trustees with detailed and current knowledge and experience of the ACF so that the Board is well informed about contemporary ACF matters. These trustees represent the heart and soul of the ACF.

Individual and Board Attributes and Characteristics

So that the ACCT UK Board can work together collectively and effectively as Board, it is hoped that trustees collectively will have the following attributes and characteristics:

Individual Attributes and Characteristics – Trustees

1. Empathy with the issues facing young people and commitment to developing young people.
2. Demonstrable awareness of (not necessarily experience of) the aims and objectives of ACF.
3. Commitment to the charitable cause and objects of the ACCT UK.
4. The ability to stand back and see the bigger (strategic) picture.
5. The ability to separate self and ACCT UK from the delivery of the ACF, which is the Army's Regional Command's responsibility.
6. An understanding of and commitment to exemplifying the Charity Commission governance principles.
7. The time, inclination and commitment to contribute proactively to Board business and work. (6-8 hrs per trustee a month and attending committee/sub-committee meetings.)

Collective Attributes and Characteristics – the Board

1. Specialist expertise in the risk areas for the Charity (Specialist Trustees).
2. Understanding of the beneficiary perspective.
3. Knowledge of the contemporary Army.
4. Knowledge of the contemporary ACF.
5. Understanding of the perspective of Adult Volunteers.
6. Present or recent experience as an adult volunteer.
7. Understanding of the contemporary cadet experience.
8. Understanding, experience of the issues facing young people.
9. Understanding, experience of working with young people.
10. Understanding of trends and opportunities in youth development activities generally including the delivery to the ACF of DofE, First Aid, Music etc.
11. Engagement with risk identification and management.
12. Demonstrable commitment to inclusivity and representation.
13. Ability to build and maintain strong relationships, networks and connections.
14. Understanding of the charity environment including fund raising and GDPR.
15. Understanding of regional differences across the United Kingdom.
16. An avoidance of 'groupthink'.
17. Willingness to commit expertise and time (6-8 hrs per trustee a month and attending committee/sub-committee meetings.)