

## **Appointed Trustee – Board of Trustees (Finance)**

**Remuneration: Voluntary (reasonable expenses reimbursed)**

**Commitment – Approx 20 days per annum**

**Location – Remote with occasional travel**

*We're Association for Project Management (APM). We're a professional membership organisation that sets the standards for the project profession. As a registered charity, we reinvest our surplus for the benefit of our members and the profession. We deliver education and develop qualifications. We conduct research and provide knowledge and resources. We run events and share best practice. We give people the opportunity to connect and provide community for our individual members and corporate partners, wherever they are. Above all, when doing so makes a difference, we challenge the status quo*

Help us shape the future and deliver our vision 'A world in which all projects succeed' We are seeking a trustee who is qualified accountant to join our Board and play a vital role in strengthening our governance, ensuring effective oversight, and helping us deliver our charitable objectives.

As a member of the Board, you will work closely with your fellow trustees to:

- Set the strategic direction of the organisation and monitor progress against our long-term goals
- Act as a guardian of the charity's assets, ensuring our resources are used wisely and sustainably
- Provide scrutiny and assurance of APM's delivery, performance and impact.
- Uphold the highest standards of governance and fiduciary responsibility, ensuring compliance with all legal and regulatory obligations.

Operational management is delegated to our Chief Executive Officer and Senior Leadership Team, allowing the Board to focus on strategic oversight and assurance.

We are specifically looking for a senior finance executive to complement the existing strengths of our Board. Applicants will be professionally qualified to Chartered level and are likely to be at the Director of Finance / Chief Finance Officer grade. C-suite experience in commercial and / or professional body organisations would be particularly welcome. This skillset will assist the Board in fulfilling its strategic and fiduciary duties in relation to financial planning, performance and monitoring.

You will receive a comprehensive induction, training, and awareness sessions to support your effectiveness in the role.

### **Experience and Skills**

- Demonstrate a commitment to professional ethics and integrity
- Commitment to public benefit and professional standards.
- Operate strategically at Board level
- Experience as a trustee or non-executive director would be beneficial.
- A commitment to provide the time and energy required is essential. Diversity of thought is important in improving decision making and outcomes.
- Prior board experience is welcome but not essential. We value diversity of thought and encourage applications from underrepresented groups.

### **Next Steps**

For further details download the full APM Appointed Trustee Candidate Briefing Pack 2025.

Candidates are asked to submit an application letter and CV to [recruitment@apm.org.uk](mailto:recruitment@apm.org.uk)

Please include links to LinkedIn profiles, online biographies as you wish in your application. You may wish to cover the following questions in your letter of application:

- Please outline any relevant previous experience as a director, trustee or committee member.
- What diverse qualities, skills and experience would you bring to the APM Board?
- What contribution would you make to support APM in achieving its vision?

The Board Chair and Deputy Chair will review applications, and shortlisted candidates will be asked to attend an interview. The group will recommend their preferred candidate to the Board for approval.

Candidates with specific queries should contact Mike Robinson, Company Secretary:  
[mike.robinson@apm.org.uk](mailto:mike.robinson@apm.org.uk). We wish you well with your application.

***We reserve the right to close the vacancy once we have received sufficient applications, so please be advised to submit your application as early as possible.***