

Street Support Network

Trustee Job Description and Person Specification

Essentials

We are looking for someone who is a collaborator and who has experience of charity governance and working with or as part of a Board for not-for-profit organisations. We're looking for someone who has a national outlook and experience of developing and implementing fundraising strategy.

Desirables

As an extra, it would be great if the successful candidate has insight into relevant local/national government policy making, experience of developing communications strategy and experience of working in relevant sectors - homelessness, poverty alleviation etc.

Being a trustee of Street Support will require you to:

- Work with fellow trustees to shape, drive and monitor the charity's strategy
- Prepare for and participate fully in board meetings
- Promote the work of the charity externally
- Act reasonably in decision-making and leadership of the organisation
- Ensure the proper management and administration of the charity
- Use any specific skills, knowledge or experience you have to help the board of trustees reach quick and sound decisions by leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or on other issues where you have expertise
- Manage risks with a considered, proportionate and balanced approach
- Support the charity's co-founders
- Ensure that the charity's values are upheld in the delivery of its objectives

The statutory duties of a trustee:

- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that the organisation pursues its objects as defined in its governing document
- To ensure the organisation uses its resources exclusively in pursuance of its objects for the benefit of the public
- To contribute actively to the board of trustees role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of the organisation
- To ensure the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- To ensure the financial stability of the organisation
- To protect and manage the assets of the charity and to ensure the proper investment of the charity's funds

Person specification:

- Be committed to the organisation and have sufficient time and willingness to contribute effectively to board proceedings
- Have an understanding of strategy development
- Be able to work effectively and collaboratively as a member of a team
- Be willing to speak up and remain independent of influence

- Have a reasonable level of understanding about the legal, financial, audit and regulatory requirements of a charity
- Be able to make quick and sound decisions based on an analysis of information presented to them
- Be aware of developments in the voluntary sector and areas of interest to the charity
- Have a passion for the charitable sector and social change, and an understanding of theory of change
- Manage risks with a balanced and informed approach
- Be committed to the Nolan principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Diversity

Street Support aims to have a board that represents a diverse range of backgrounds and perspectives, but we have some work to do to achieve this. We would really like to increase the diversity on our board in the following areas:

- Understanding of the lived experience of homelessness
- Ethnicity
- Socio-economic background

Terms and conditions of appointment

Time commitment

Board meetings are usually held each month.

Outside of board meetings, trustees are asked to champion the work of the charity to their contacts and networks. In addition, staff sometimes consult with trustees on particular subjects.

Trustees will spend up to a day each month on charity business.

Location

The office is based in Manchester. Meetings usually take place digitally or in Manchester.

Probationary period

The successful candidate will have a three-month probationary period to ensure that it's the right fit for both them and us. Throughout the first three months, our Chair will have regular check-in's to discuss how the appointment is going and to offer/receive feedback and to provide any support needed.

Remuneration

This role is offered on a voluntary basis. All travel and subsistence expenses relating to trustee duties and responsibilities will be reimbursed in full, up to the limits set out in our expenses policy.

Length of appointment

Trustees are appointed for a three-year term and can serve a maximum of three terms (maximum of nine years).

Application

Please see our website for further information and provide a CV and outline of the value you would add to our organisation to catherine.lynagh@outlook.com.