



Digital Trustee – Role Description

Main Role and Responsibilities

- Provide thought leadership on the role of digital in Gorebridge Community Development Trust's fundraising, marketing, communications, service delivery, operations and help build and implement the charities strategic plan, charitable aims, and objectives.
- Highlight the opportunities and the risks of digital, in terms of our strategy in general.
- Translate the risks and opportunities of digital for other trustees, to enable the board as a whole to engage in an informed way.
- Take the lead in evaluating digital proposals for the board.
- Provide strategic oversight of digital implementation.
- Champion the use of data in board discussions, and in driving the delivery and improvement of fundraising, marketing, communications, service delivery and operations.
- Contribute to the work of sub-committees when required.
- Draw on your networks to support our work.
- Help ensure that the management and finance teams have the digital capabilities that they need to implement the strategy.

Qualities of a Digital Trustee

- Successful track record in digital.
- Demonstrable and practical experience of delivering transformational change to business technologies and processes while delivering cost savings and service improvements.
- Experience of current agile project management practices, open source, cloud platforms and digital services.
- Ability to work as part of a team and willingness to take collective responsibility for the governance of our charity.
- Ability to work at a strategic level whilst understanding the detail and complexities of delivery, and the influencing skills needed to bring staff and stakeholders along with plans.
- Strong communicator – willing and able to help the board understand digital.
- Ability to analyse risks and opportunities and take a balanced approach to both.
- Extensive networks, and a willingness to draw on contacts as appropriate.
- Long-term commitment to Gorebridge Community Development Trust.

In addition to the above, the Digital trustee has the same responsibilities and qualities as all trustees:

Essential

- Experience of working as part of a team
- An inclusive leadership style: able to inspire and support everyone to participate on an equal footing.
- The ability to listen and engage effectively. You are comfortable with challenge and debate and can encourage that in others whilst fostering a collaborative board environment.

- Advocate - be able and willing to champion Gorebridge Community Development Trust's work through personal networks, social media, and other channels.
- A strong personal commitment to equity, diversity and inclusion.
- Responsive and available.

In addition to the above, the Chair will have the responsibilities and qualities of all trustees:

Responsibilities of all trustees

- Support and provide advice on Gorebridge Community Development Trust's purpose, vision, goals and activities.
- Approve operational strategies and policies and monitor and evaluate their implementation.
- Oversee Gorebridge Community Development Trust's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Gorebridge Community Development Trust's financial statements.
- Keep abreast of changes in Gorebridge Community Development Trust's operating environment.
- Contribute to regular reviews of Gorebridge Community Development Trusts' own governance.
- Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Gorebridge Community Development Trust's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of Gorebridge Community Development Trust's objects, aims and reputation by applying your skills, expertise, knowledge, and contacts.

Essential qualities and attributes of all trustees

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Willingness to lead according to our values Gorebridge Community Development Trust's.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Terms of appointment

Terms of office

- Unspecified.
- This is a voluntary position, but reasonable expenses will be reimbursed.

Time commitment

- Attending 12 Board meetings annually. Currently meetings are held in person at the Gorebridge Beacon, hybrid can be arranged.
- Monthly scheduled meetings with sub-committee

- Attending Strategy and any training sessions.