



Chair of Trustees – Role Description

The Chair leads the board, ensuring that it governs the charity effectively, in service of the charity's vision and mission. The Chair leads in an inclusive way, supporting the board to work together well, and providing support to Management. The Chair is also an ambassador for the charity, as such they must protect and safeguard the good name and values of the organisation.

Chair role

- Provide strategic leadership to the charity and the Board, ensuring that Gorebridge Community Development Trusts achieves its mission.
- Work in partnership with the Development Trust Manager (and management team) to achieve our mission.
- Lead the board in ensuring that it fulfils its responsibilities for the governance of the organisation.
- Optimise the relationship between the board and Gorebridge Community Development Trusts staff and volunteers.
- Plan and chair the board meetings and the AGM, with others as appropriate or delegated.
- Act as a spokesperson and figurehead for Gorebridge Community Development Trust.

What we are looking for:

Essential

- Experience of being a trustee.
- 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 Trusts 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 Trusts purpose, vision, goals and activities.
- Approve operational strategies and policies and monitor and evaluate their implementation.
- Oversee, with other trustees or delegated to sub-committee, Gorebridge Community Development Trusts 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 Trusts financial statements.

- Keep abreast of changes in Gorebridge Community Development Trusts 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 Trusts interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of Gorebridge Community Development Trusts 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 Trusts.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Terms of appointment

Terms of office

- The Chair will hold post for 2 years.
- 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.
- Monthly scheduled meeting with the DTM with flexibility to respond swiftly to the occasional ad hoc issue.