



Trustee Role Description

The role of a Trustee is to ensure the Board operates effectively in order that Living River Foundation delivers on its vision, mission and values and fulfils its legal responsibilities.

The Board is jointly and severally responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the Constitution, legal and regulatory guidelines.

The tenure of the Trustee is three years with the option to extend for a further three years. In exceptional circumstances the tenure may be further extended.

The role of a trustee is to;

- Ensuring good governance at all times.
- Leading one off or regular subject sub-groups as required.
- Act in your charity's best interests
- Manage your charity's resources responsibility
- Act with reasonable care and skill

We are looking for individuals who have a strong empathy for clean and healthy estuaries connected to communities, those who use the sea for their commercial or leisure pursuits, and positively contribute to the sustainability of the estuarine environment.

The roles are not accompanied by any financial remuneration, although expenses for activities related to duties may be claimed. All Trustees should be aware of their responsibilities as outlined by The Charity Commission / OSCR.

Location - Home based, anywhere in the UK.

Time commitment – You would be required to attend approximately 4 trustee meetings (held virtually) & one in-person away day per year. In addition, the board may be asked to approve publications or small activities by email. This can take several hours, perhaps half a day each time.

Additionally, if considering applying for the role as Chair you would also be expected to spend time liaising regularly with the Co-Founders to discuss issues as and when they arise and to plan Trustee Meetings. You would also be expected to communicate regularly with all Board members to ensure their continued development and participation in Board matters.

Experience:

Essential

- Demonstrable experience of building and sustaining relationships with key stakeholders and colleagues to achieve organisational objectives.
- A proven track record of sound judgement and effective decision making.
- A track record of commitment to promoting equality and diversity.

Desirable

- Successful experience of operating within a board in a charitable, public sector or commercial organisation.
- Experience, skills, and expertise in charity governance and charity law, fundraising, or marketing.
- Successful experience of working in a business / partnership development role.

Knowledge, skills and understanding:

Essential

- Commitment to the organisation and a willingness to devote the necessary time and effort.
- Willingness to be available to the Co-Founders and other volunteers for advice and enquiries on an ad hoc basis.
- Good, independent judgement and strategic vision.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- An ability to work effectively as a member of a team.

Desirable

- Basic interest, knowledge and understanding of some of the key conservation issues impacting the estuaries.
- Understanding and knowledge of the legal framework within which UK charities operate.
- Understanding and knowledge relating to charity fundraising.
- Understanding and knowledge of marketing and social media.
- An understanding of the respective roles of a Chair and Trustees.
- Considerable personal networks and connections that could benefit the charity.

Chair & Vice Chair Role Description

During the recruitment of Trustees, the Living River Foundation Board is also open to candidates to join the internal recruitment of a new Chair and Vice Chair.

The Chair is specifically responsible for the following:

- Supporting and holding to account the Co-Founders on a formal and informal basis and acting as a channel of communication between the Board and Co-Founders.
- Ensuring the requirements of regulatory frameworks are fully met.
- Acting as a figurehead for the charity (for example, representing it at functions, meetings or in the press).
- Leading the Board and ensuring their continued development. This includes regularly communicating with Board Members, ensuring the Board works effectively as a team and has positive relationships.
- Making sure that decisions taken by the Board are implemented and monitoring and reviewing progress where necessary.
- Actively considering succession planning issues within the Board to ensure the charity's future.

The role of a Vice Chair is to deputise for the Chair and take on the Chair's duties when they are absent. They will assist the Chair in ensuring the Board operates effectively.