Trustee - General

Volunteer Trustee Role Description

Opportunity

- To help shape the strategic direction of the charity at a critical time of change
- To create a positive impact on the lives of homeless individuals in Waltham Forest
- To develop your skills and experience with opportunities for continuous professional development and training.

Purpose of the role

To work constructively with other board members, staff and volunteers, to ensure:

- that the objectives of the charity are delivered;
- that FCENS is managed appropriately, maintains its financial viability and expenditure is in line with the organisations charitable objectives.
- that FCENS works in close collaboration with the partner churches/organisations and maintains good relationship with the community in Waltham Forest;
- that FCENS works within the requirements of the law, regulations and its funding bodies.
- We are currently trying to fulfil a variety of roles on the board of trustees within the organisation and we are open to working with your particular skills

The Board of Trustees are responsible for:

- overseeing the overall governance and long-term strategic direction of the charity;
- ensuring effective business plans, organisational structures and policies are in place to achieve the objectives;
- ensuring risks and performance are effectively managed through robust systems of internal control and delegation;
- ensuring the charity is governed and managed in accordance with the governing document, and legal and regulatory guidelines.

General duties

- Attend trustee board meetings (6-8 meetings a year)
- To act responsibly and in the best interests of the charity and its beneficiaries.
- To promote and develop the mission of FCENS and ensure we are operating in accordance with our Christian values.

- To maintain absolute confidentiality about all sensitive/confidential information received in the course of the trustee's responsibilities to the charity.
- Support staff and volunteers and, if necessary, help provide some occasional operational support with the logistics of delivering the project.
- To help further relationships with churches, local businesses, residents and other organisations that may support the work of FCENS and work with the homeless.

Optional

- In addition to the regular trustee meetings and AGM/SGM, to attend if required external meetings on behalf of the charity.

Trustee Person Specification

- Member of a Christian Church
- A concern about the issues of homelessness in Waltham Forest.
- Willingness to devote the necessary time and effort.
- Good communication
- Ability to work effectively as a member of a team.
- The ability to challenge, to think flexibly and independently, and to contribute to strategic debate.

To have an informal discussion about this role please contact the Chair of Trustees, Rev David Britton on 07732 135 178 or rev.britton@gmail.com