

Gwent Wildlife Trust Trustee Role Description

Trustees (also Company Board Directors) are the people who work together to ensure that Gwent Wildlife Trust ('the Trust') fulfils its duties to deliver its charitable activities and the vision, mission and values of the Trust. They are effectively guardians of the charity/charitable company and steer its direction, overseeing the work of the CEO and staff. They come together regularly to meet, discuss and agree issues of strategic importance and ensure the Trust is being run effectively and compliant with charity law.

The formal duties of a Trustee are as follows

- Ensuring that the Trust pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- Ensuring that the Trust complies with its governing document (for Gwent Wildlife Trust this is a memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- Ensuring that the Trust applies its resources exclusively in pursuance of its charitable objects (i.e. the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensuring that the Trust defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the Trust
- Ensuring the effective and efficient administration of the Trust, including having appropriate policies and procedures in place
- Ensuring the financial stability of the Trust
- Protecting and managing the property of the Trust and ensuring the proper investment of the Trust's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve scrutinising Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

Full induction, training and information will be provided to enable the successful candidate fulfil their role as Trustee.

Person specification

- A commitment to Gwent Wildlife Trust and its values and beliefs
- A willingness to devote the necessary time and effort to attend and participate in meetings
- Good, independent judgement
- An ability to think creatively
- A willingness to speak up and ask questions
- An understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship (training will be provided)
- An ability to work effectively as a member of a team i.e. the Board of Trustees
- A commitment [to Nolan's seven principles of public life](#): selflessness, integrity, objectivity, accountability, openness, honesty and leadership.