

THE BOX MOOR TRUST ELECTION 2010

ROLE DESCRIPTION

Trustees are the people who are responsible for the management, direction, performance and decision making for the Trust.

WHO CAN BE A TRUSTEE?

Trustees come from all walks of life and generally the wider range of people you can have represented, the better. However, there are some people who are not able to serve as Trustees. If you answer “yes” to any of the following questions, you will not be eligible:

- live outside of the area of benefit (more details in notes to candidates)
- under 18 years of age
- convicted of an offence involving deception or dishonesty, unless the conviction is spent
- an undischarged bankrupt
- previously been removed from Trusteeship of a charity by the court or Charity Commissioners
- under a disqualification order under the Company Directors Disqualification Act 1986

Potential Trustees should also consider if there would be any conflicts of interest for them if they were to become a Trustee, which they would have to declare.

MAIN RESPONSIBILITIES OF TRUSTEES:

- have ultimate responsibility for the work of the Trust
- must act in the best interests of the charity
- take decisions about the future of the charity
- ensure the organisation remains financially and environmentally sustainable
- consider likely future challenges and prepare the Trust to face them
- ensure the charity is working within the law
- be accountable for the Trust
- support the General Manager
- monitor to ensure the charity is meeting objectives
- ensure the board is working effectively and efficiently

Without exception, the Trustees become involved with the Trust because of their enjoyment of the Trust land and the services the Trust offers. Trustees normally serve on one or two committees that meet bi-monthly and all Trustees sit on the Board that meets every month, this equates to a total of approximately 15-20 meetings per year. Most meetings are held on a Wednesday evening.

Trustees working for the Trust are apolitical.

A brief description of the areas of responsibility of each of the Committees follows:

Finance and Assets: Finance, budgets, leases and licences, residential and commercial property, major building projects, personnel and human resources.

Estate and Land: Management of the land, the graziers and the Trust livestock and contact with the Sports Clubs using Trust land. Focussing on protecting and enhancing the environmental value of the land, organising surveys.

Education and Community: Expanding the education and community programme for schools, uniform groups and adults, including volunteers. Issuing information in various forms, including the 'Friends of the Box Moor Trust' and press statements, producing walks leaflets and information sheets.

Grants: Co-ordinating the grants programme for local organisations each year in accordance with the Grants Policy.

Health and Safety Forum: Meets every three months to oversee and review health and safety issues within the Trust.

Trust Board: Considering matters of policy and major issues concerning the Trust.

The role of Trustee is voluntary, Trustees are not paid and receive no personal gain from their role. However, they will receive reimbursement for any out of pocket expenses.

REWARDS

The role of Trustee can be challenging but there are also many rewards gained from being a Trustee. These include:

- Personal satisfaction, individually and as part of team
- Directly influencing the future of a unique charity
- Helping to protect and conserve Trust land for the enjoyment of this generation and generations to come
- Refinement of existing and the gaining of new skills

EQUAL OPPORTUNITY STATEMENT

The Box Moor Trust is committed to the concept and practice of equal opportunity to the facilities offered by the Trust and all aspects of the Trust's work. We believe that everyone is entitled to equality of opportunity, irrespective of race, colour, ethnic or national origin, religious beliefs, gender, sexual orientation, disability, age or marital status.

