

Trustee – Role Description and Person Specification

Role Title:	Trustee
Responsible to:	The Chair of the Board
Remuneration:	Voluntary role Extraordinary expenses paid
Time commitment:	The role requires an estimated commitment of: • Main Board - 3 hours per month (including prep time) • Sub-Committees (if applicable) - 3 hrs per month • Away days/ client events - 2 days per year • Ad hoc support for projects and working groups <i>Board meetings take place in person every 2 months. Committees meet every 2-4 months, usually online.</i>
Term of office:	The role is elected by the Board for a three-year term of office with a maximum service of nine years.

About Age UK Islington:

Age UK Islington is an independent charity, operating within the Age UK national network. We support adults of all ages and unpaid carers across the Borough to improve or maintain their health, wellbeing, connections and independence. Although the prime beneficiaries of our services are over-55s, we also support an increasing number of younger people.

Our services are diverse with a focus on prevention, early intervention and person-centred care. We aim to help clients identify and head off problems before they become crises or impossible to manage without intrusive and costly statutory assistance.

Our services include navigation, befriending, social prescribing, frailty support and a one-stop shop helpline. We are also Islington Council's lead partner supporting unpaid cares through our Hub contract. A key part of our work is to bridge the gap between formal services and the range of community support and activities available.

Aside from the Board of Trustees, our team consists of approximately 40 staff and 70 volunteers.

Role of the Trustee:

Our Trustees are responsible for providing strategic leadership, governance, and oversight to ensure the charity pursues its charitable purposes effectively, remains financially sustainable, and complies with all relevant legal and regulatory requirements. Trustees act collectively in the best interests of the charity, safeguarding its assets, reputation, and beneficiaries while supporting and constructively challenging the executive team to deliver the organisation's mission and objectives.

Role Description

Core Responsibilities:

- Ensure that the charity complies with its governing documents, charity law, company law and any other relevant legislation or regulations.
- Contribute actively by providing strategic direction to the charity, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- Assist the charity in pursuit of its objects as defined in its governing document, and that its resources are deployed exclusively in pursuance of its objects.
- Attend Board meetings and other committee meetings as appropriate, ensuring you are adequately prepared to contribute. Support trustee colleagues to ensure that decisions taken at meetings are implemented effectively.
- Maintain the long-term financial sustainability of the charity by overseeing financial performance, scrutinising budgets and forecasts, maintaining adequate reserves, and supporting effective stewardship of resources to safeguard the organisation's ongoing viability and charitable impact.
- Oversee the charity's principal strategic, operational, financial, safeguarding and reputational risks, and seek assurance that proportionate controls and mitigation arrangements are in place.
- Support and challenge the CEO in the exercise of their delegated authority and duties.
- Safeguard the reputation and values of the charity, applying independent judgment, acting legally and in good faith, to promote and protect the organisation's interests, to the exclusion of personal interests and those of any third-party. Declare and appropriately manage actual, potential or perceived conflicts of interest
- Keep abreast of changes in Age UK Islington's operating environment.
- Help the Chair when requested with Board-level HR matters, including the recruitment of the CEO and Trustees, whistleblowing and appeal hearings.
- Actively engage with the activities of our Board Committees and assist with any other working group as necessary.
- Contribute to the broader promotion of Age UK Islington's objects, aims and reputation by applying personal skills, expertise, knowledge and contacts.

Person Specification

We're looking for Trustees who will bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board. Previous governance experience is not essential; a full induction and training programme will be provided.

We are particularly interested in candidates with expertise and experience in the following areas:

- Digital Transformation, including cybersecurity and AI
- Finance and Investments
- Fundraising and Income Generation
- NHS / Health and Social Care leadership

We particularly welcome applications from people who live, work, volunteer or have strong community connections in Islington.

Candidates should be able to demonstrate:

- A strong commitment to the charity's mission, values, and public benefit purpose.
- An ability to think strategically and contribute to the long-term direction and sustainability of the organisation.
- The ability to work collaboratively and build effective relationships with fellow trustees, senior leaders, and stakeholders.
- The ability to exercise sound, independent judgement, analyse information, ask constructive questions, and contribute to robust decision-making.
- An understanding of the importance of good governance, accountability, and collective responsibility.
- Knowledge of the legislative and operating environments for charities and/or health and social care providers in England.
- Integrity, independence of thought, and a willingness to act in the best interests of the charity at all times.
- Strong communication and interpersonal skills, including the ability to listen, influence, respect confidentiality and challenge constructively.
- The capacity to dedicate sufficient time and commitment to prepare for and attend meetings and fulfil trustee responsibilities.
- A personal commitment to equity, diversity and inclusion, and to ensuring that a range of perspectives informs the charity's work.
- Support an organisational culture that promotes inclusivity, psychological safety, transparency and accountability.

If you are passionate about our cause, enjoy working as a team, are willing to understand and accept the aims, legal duties and responsibilities of being a trustee at Age UK Islington, and have the time necessary to carry out those responsibilities, come and talk to us.

For an informal discussion about the role please contact Diane Lennan at chair@ageukislington.org.uk

To apply, submit your CV with a covering letter of no more than 2 sides of A4 detailing your interest in the role and how you meet the person specification.

Please submit your application to chair@ageukislington.org.uk by Wednesday 21st October. First stage interviews will take place on Microsoft Teams the week commencing 2nd November. Second stage interviews will take place at our offices on Wednesday 18th November.