

Trustee Role Description

Our trustees play a vital role in making sure that Age UK Mid Mersey achieves its core purpose. They oversee the overall management and administration of the charity. They also ensure that Age UK Mid Mersey has a clear strategy and that our work and goals are in line with our vision. Just as importantly, they support and challenge the executive team to enable Age UK Mid Mersey to grow and thrive, and through this, achieve our mission.

Board members have a collective responsibility. This means that trustees always act as a group and not as individuals.

Responsibilities of all trustees

- Support and provide advice on Age UK Mid Mersey's purpose, vision, goals and activities.
- Approve operational strategies and policies and monitor and evaluate their implementation.
- Oversee Age UK Mid Mersey's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Age UK Mid Mersey's financial statements.
- Provide support and challenge to Age UK Mid Mersey's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in Age UK Mid Mersey's operating environment.
- Contribute to regular reviews of Age UK Mid Mersey's own governance. Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Age UK Mid Mersey's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of Age UK Mid Mersey's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

As a small charity, there will be times when the trustees will need to be actively involved beyond Board meetings. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.

What we are looking for

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board.

You do not need previous governance experience – we will provide a full induction and training.

Personal skills and qualities

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Willingness to lead according to our values charity values.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Terms of appointment

Terms of office

- Trustees are elected at an AGM for a 3-year term of office and are eligible for re-election.
- This is a voluntary position, but reasonable expenses are reimbursed.

Time commitment

- Attending 4 Board meetings annually. Meetings will be held in person at either of our bases: the Mansion House, St Helens or Church Street, Runcorn.
- Membership of, and attendance at, a minimum of one Board sub-group or working group.
- Attending Board development and training sessions.
- Attending an annual Board strategy day.

Committee membership

- Ad hoc and occasional support through working groups and / or support to the executive team.

