



## Trustee Role Description

EnhanceAble is a medium sized charity in the social care sector. We have a turn over of circa. £2 million per annum. We have a Board of Trustees, and a Senior Management Team (SMT) consisting of our Chief Executive, Deputy Chief Executive, Head of Finance and HR Manager.

EnhanceAble's mission is to impact positively on the lives of local disabled people and their families through the provision of excellent social care. We pride ourselves on going the extra mile in provision of service and placing our customers at the centre of our work.

Our trustees play a vital role in making sure that EnhanceAble achieves its core purpose. They oversee the overall management and administration of the charity. They also ensure that EnhanceAble 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 EnhanceAble to grow and thrive, and through this, to achieve our mission.

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

### **Duties Include:**

- Support and provide advice on EnhanceAble's purpose, vision, goals and activities.
- Monitor and evaluate the implementation of new strategies
- Oversee EnhanceAble'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 EnhanceAble's financial statements.
- Provide support and challenge to EnhanceAble's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in EnhanceAble's operating environment.

- Contribute to regular reviews of EnhanceAble'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 EnhanceAble's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of EnhanceAble's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

### **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 judgment 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.
- 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 appointed for a 3 year term of office, renewal for 3 further terms to a maximum of 9 years.
- This is a voluntary position, but reasonable expenses are reimbursed.

#### Time commitment

- Attending 4 Board meetings annually. Currently meetings are held in

person at our head office in KT1 2TW

- Attending circa 4 other meetings or event during any year