

Role: Trustee

Where: Knottingley Foodbank

When: 6 Board meetings per year (in-person and remote tbc) plus ad hoc contact with the Chair/Trustees between meetings.

Time commitment: Approximately 2 hours per week

Overview of the role: Trustees have collective responsibility for the governance of the organisation and for all decisions made by the Board. They set the strategic direction for the organisation, ensuring alignment to our values, and are responsible for setting organisational policy, defining goals, agreeing the financial plan, evaluating performance, and ensuring that strong relationships are maintained between the Trustees and the Senior Leadership Group.

Key tasks:

Organisational Purpose:

- Drive, embrace and commit to the organisation's vision, mission and values
- Ensure the charity complies with its governing document and charity law

Leadership

- Commit to uphold the trustee code of conduct
- Ensure that the charity has a clear and relevant set of aims and an appropriate strategy for achieving them.
- Lead by example, ensuring the charity's values are reflected in all of its work, and that the ethos and culture of the organisation underpin the delivery of all activities.

Integrity

- Safeguard and promote the charity's reputation by living its values and by extension promote public confidence in the wider sector.
- Act in the best interests of the charity's purposes and its beneficiaries, creating a safe, respectful and welcoming environment for those who come into contact with it.
- Make objective decisions about delivering the charity's purposes, without undue influence by special or personal interests.

Decision Making Risk & Control

- Ensure clear focus on strategy, performance, and assurance, rather than operational matters
- Promote a culture of sound decision making, monitoring and management of resources whilst understanding that being over-cautious and risk averse can itself be a risk and hinder innovation.

Equity, Equality, Diversity & Inclusion

- Ensure the principles of equity, equality, diversity and inclusion are embedded in the organisation and help to deliver the charity's public benefit.

- Work to reduce obstacles to participation, ensuring the organisation's work is designed and open for everyone included within its charitable purposes.
- Actively challenge inequality and achieve improved equality of outcomes.

The Trustees may also undertake additional work for the charity between meetings subject to their availability and skill set.

About you:

We are looking for people who want to help their local community and work towards the eradication of food poverty whilst support the food bank to continue to provide emergency food to people who find themselves in crisis. Our ideal candidates would demonstrate a:

- Knowledge of and commitment to the work of Knottingley Foodbank.
- Willingness to actively participate in discussions concerning needs of the foodbank's beneficiaries, staff, and the trustee board.
- Willingness to act in the best interest of the charity.
- Sound, independent judgement and ability to think creatively.
- Working effectively as a team member and demonstrating a willingness to learn and develop.

Previous experience or an ability in:

Knottingley Foodbank are seeking to recruit Trustees with an interest in helping others, who are willing to uphold the food bank's values, and who can bring life experience to the board of trustees. The food bank would particularly welcome applications from those with experience in one (or more) of the following areas:

- Administration/Secretarial skills
- Finance
- Governance
- Human Resources

Benefits of volunteering:

- Use your existing skills to make a difference.
- Meet new people who share your passion to eradicate poverty in the local community.
- Make a real difference to the running of the food bank.

Impact of your role:

By supporting the governance of the food bank, you are part of a team providing a vital holistic support function in your local community, ensuring a dignified experience to anyone visiting or anyone who comes into contact with Knottingley Foodbank.

Support:

A full trustee induction is in place to support the prospective candidate within their role, as well as access to local voluntary action trustee training.