



Trustee role description

The Board of Trustees at Book Aid International provides strategic leadership and oversight, holding ultimate responsibility for setting the charity's vision, mission and direction, and ensuring it is effectively governed and managed.

Key accountabilities

- Set and maintain the vision, mission and values of the Charity
- Determine the strategic aims, objectives and direction of the Charity
- Ensure the Charity complies with charity law and other governance requirements
- Ensure the Charity's resources are responsibly managed

Requirements

- Actively participate in all Board meetings and other Trustee meetings as they arise
- Contribute to the effective performance of the Board
- Support the executive team in managing the Charity
- Commit and contribute time to the Board and other committees where applicable
- Act as an ambassador for the Charity and represent the interests of all stakeholders

What you'll bring to the role

- Experience of international development / programming or
- Experience of international librarianship or
- Experience of global public education contexts or
- Lived experience of the communities where we work

Term and appointment

Trustees are appointed for a three-year term, with an option to serve two further three-year terms by agreement of the Board of Trustees.

A Trustee shall automatically be admitted as a Member of the Charity on being appointed as a Trustee and for the duration of trusteeship.

Time commitment

Trustees attend four Board meetings annually. Meetings are held at our London offices, Swindon warehouse or remote. Trustees based overseas will be invited to attend at least one Board meeting in person annually, with expenses reimbursed in accordance with the Trustee Expenses Policy.

Trustees may be required to attend other meetings i.e. strategy planning meetings, committee meetings and fundraising events. Dates for all meetings are set well in advance to enable Trustees to schedule their attendance.

Remuneration

Trustees generously volunteer their time and do not receive a salary, although reasonable expenses incurred in carrying out their duties may be reimbursed.