



Forum for the Future Trustee Role Description

Context

Forum for the Future, one of the world's leading international sustainability non-profits with an over 25-year track record, works to influence the arc of change towards a just and regenerative future. We inspire change-actors to step up their ambition, stretch their vision and find pathways that are systemic, strategic and tackle root causes of our current crises.

We focus on influencing the shape of 3 transitions: to renewable energy, to a sustainable food system and a transition in the purpose of business. We partner with influential organisations in business, civil society, government and philanthropy and host national and international multi-stakeholder projects from our 4 geographic offices: (Americas, UK/Europe, India and South-East Asia) driving deep systemic change. We operate as a global team, delivering both international and local projects. As a dynamic, international leader with a deep commitment to creating a better future, you will play a pivotal role as a Trustee on the Board in creating this change.

The role of a Forum Trustee

The Trustees have ultimate responsibility for directing the affairs of Forum for the Future (registered UK charity no 1040519) ('Forum') and ensuring that it is solvent, well-run, and delivering the charitable outcomes for which it has been set up and its stated public benefit. Forum is a UK company (02959712) and Trustees act as directors of the company, which also has subsidiaries in India, US, and Singapore. They must act in the best interests of Forum; take decisions about the future of the charity; ensure the organisation remains financially and strategically sustainable and is prepared to face future challenges. They must ensure Forum is working within the law, and exercise sufficient oversight to ensure it is meeting its objectives. They should support the Chief Executive and ensure that the board as a whole is working effectively and efficiently.

The board acts collectively in decision-making and seeks consensus in decision-making. Where this is not possible, decisions will be taken on majority vote with the Chair of the Board having a casting vote.

In order to meet their responsibilities, Trustees will:

- Attend Board of Trustee meetings (normally four times a year & held 2.30pm-5.30pm UK time).
- Trustees are asked to sit on one of the trustee sub-committees (audit & assurance, remuneration, and governance & nominations committees) and would also be required to attend those meetings.
- Advise, assist and review Forum's Chief Executive.
- Model the values of Forum, aiming for collaborative teamwork, the exercise of sound, independent judgement, and be prepared to offer constructive challenge whilst listening to the opinions of others.

- Keep fully informed about Forum’s activities, and act as an advocate for the organisation, including in income-generation activities
- Approve the strategic plan, and review performance against this & against Forum’s principal aims.
- Approve the budget, review financial performance and approve the end of year accounts.
- Monitor accountability as required by law and review accountability processes as they relate to other key stakeholders (donors, partners, the general public and so on).
- Ensure Forum has adequate resources, and that the property, assets and other resources are protected and managed effectively.
- Be actively involved in the workings of the Trustee board in terms of new appointments and rotation, and review the performance of the Trustees as a whole.
- Review the risk appraisal and management procedures and satisfy themselves that risks to Forum’s assets and reputation are being properly evaluated and managed.
- Act as directors of the Company, approve the directors’ report and appoint auditors for the Company and be aware of regulations, charity law, company law and best practice recommendations.

Remuneration, term and time commitment

This role is unremunerated but highly rewarding. All expenses are reimbursed. The time commitment would involve a minimum of four three-hour long full Board meetings. These are usually held during UK working hours. In order to contribute effectively, Trustees should read papers, keep themselves informed about the activities of the organisation and attend occasional events.

All Trustees are appointed on three-year terms, renewable for a maximum of nine years.

What we are seeking from candidates

We are looking for the following key attributes from candidates:

- A deep understanding of how philanthropy operates at a global level, with a specific understanding of the philanthropy landscape in ideally two of our four geos (UK/Europe, US, SE Asia and India), ideally with either Board or Senior Management experience on a grant-giving foundation.
- Experience in any of our Deep and Urgent Transition areas (Food, Energy, Purpose of Business)
- A desire to deliver the mission of Forum for the Future, to deliver a shift towards a just and regenerative future.

To apply please send your CV and a brief note explaining why you are applying to

recruitment@forumforthefuture.org

The closing date is end of day 24 February 2025 and interviews will take place in March.