welcare
strengthening families since 1894

Role Description: Trustee on the Board of Trustees

Location: South London & East Surrey	Hours per week: Six meetings a year	Salary scale: Expenses only

ROLE PURPOSE	• To use your personal skills, experience and knowledge to help lead and support Southwark Diocesan Welcare in its provision of child and family support services across South London and East Surrey. • To be an active and contributing member of the board at all levels. • To ensure organisational compliance in all areas of legislation, policy and procedure, using personal skills and experience to help the board of trustees make structured and sound decisions for the good of the charity.
RESPONSIBILITIES: GOVERNANCE	1. Be an active board member, helping to give the organisation strategic direction. 2. Actively contribute at board meetings and help to monitor the implementation of decisions taken at meetings. 3. Contribute to the setting and delivery of policy and objectives. 4. Ensure Welcare pursues its objects as defined in its governing document and ensure the application of its resources exclusively in pursuance of those objects. 5. Ensure the financial stability of the organisation and ensure sound risk management. 6. Ensure Welcare complies at all times with its governing document, charity law, company law and other relevant regulations.
LEADERSHIP	7. Actively support the charity's mission and vision and values. 8. Raise the public profile of the organisation. 9. Represent Welcare as necessary in an ambassadorial role. 10. Promote the reputation of the organisation. 11. Provide the leadership necessary for all staff to deliver high quality services at all times including at times of change or difficulty. 12. Willingness to be part of ad-hoc working groups or

	panels, for example, recruitment or disciplinary. 13. Maintain awareness of Welcare's work and support fundraising and other events.
STRATEGY	14. Agree the strategic business plan. 15. Regularly assess the environment and review the organisation's business strategy. 16. Review and agree any major changes to the organisation.
PERFORMANCE MANAGEMENT	17. Monitor and assess the organisation's results in relation to the agreed strategic business plan and budget. 18. Agree alternative action to remedy shortfalls in performance. 19. Assess and maintain effective board performance and remain up to date on relevant legislations and regulations.
RISK MANAGEMENT	20. Maintain a robust overview of the principal risks facing the charity. 21. Exercise scrutiny over the charity's risk management systems.
TIME COMMITMENT	To attend meetings of the trustee board which meets six times a year. A minimum of two meetings each year are held in person. Meetings take place at 5.30pm. In addition, there is an annual half-day in person planning meeting. Trustees are expected to read papers and prepare thoroughly before each meeting. Further involvement attending events, talks or networking opportunities would be greatly appreciated.
TERMS & CONDITIONS	Voluntary, expenses only. Trustees are required to obtain an enhanced DBS check in line with Charity Commission recommendations.
DATE CREATED	November 2026
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