

ROLE PROFILE

1. Overall Purpose

- The Board of Trustees is responsible for the overall governance and strategic direction of the Hospice developing the Hospice's aims, objectives and goals in accordance with the Memorandum and Articles of Association of Garden House Hospice Care (i.e., governing document)

2. Main Responsibilities

- A **Duty of Purpose** that determines the overall direction and development of the Hospice through good governance and clear strategic planning.
- A **Duty of Care** that ensures that the Hospice and its representatives' function within the legal and regulatory framework of the sector and in line with the governing document, continually striving for best practice in governance.
- A **Duty of Trust** that ensures that upholds the fiduciary duty invested in the position, undertaking such duties in a way that adds to public confidence and trust in the Hospice, including the declaration of personal or family interests.

3. Main Duties

- Ensuring the Hospice complies with legislative and regulatory requirements and acts within the confines of its governing document and in furtherance of the organisational activities contained therein.
- Acting in the best interest of the Hospice, beneficiaries and future beneficiaries at all times.
- Promoting and developing the Hospice in order for it to grow and maintain its relevance to society.
- Maintaining sound financial management of the Hospice's resources, ensuring expenditure is in line with its objectives, and investment activities meet accepted standards and policies.
- Ensuring that the views of staff and volunteers and any matters raised by them are properly considered.
- From time to time taking part in staff HR hearings e.g., disciplinary hearings and appeals.
- Interviewing, appointing and monitoring the work and activities of the Chief Executive, Medical Director and Director of Patient Services.
- Ensuring the effective and efficient administration of the Hospice and its resources, striving for good governance.
- Maintaining absolute confidentiality about all sensitive/confidential information received in the course of a Trustee's responsibilities to the Hospice.

4. Accountability

- The Board is responsible and liable for the governance and functioning of the Hospice and its Trustees are accountable to service users and their families and also to commissioners.