

Trustee

Background:	Our trustees play a vital role within the organisation, providing governance and independent control and having legal responsibility for the charity's management and administration.
Role Title:	Trustee
Line Manager (job title):	Chair of Trustees
Other key volunteering relationships:	Working with other trustees to support the achievement of the hospice's corporate aims and objectives. To be a critical friend to our senior managers and the leadership team.
You will need to:	<ul style="list-style-type: none"> • Be able to demonstrate a commitment to the principles of being a trustee as detailed by the Charity Commission guidelines. • Be willing to support our commitment to equality, diversity, inclusion and equity. • Show commitment to the vision, values and mission of the hospice. • Be able to demonstrate an understanding of charity law and to accept legal duties. • Have experience of good governance and risk management processes, or willingness to attend training to develop these skills. • Have the confidence and willingness to express your own opinion in order to drive forward the Hospice's aims and objectives.
You will need to have (skills):	<ul style="list-style-type: none"> • Expertise in strategic/business planning. • Experience of stakeholder management and a proven track record of influencing and negotiation at a senior level. • The ability to make sense of/summarise complex documents e.g. planning, policy etc.
You will need to have a specific area of specialist knowledge in one of the following areas (please refer to our trustee recruitment advert for current requirements):	<ul style="list-style-type: none"> • Able to demonstrate digital transformation and digital delivery skills. • Specialist knowledge of HR processes and employment law. • Specialist knowledge of finance and financial management practices. • Specialist knowledge of legal processes and regulations. • Expertise in social media/marketing/income generation/retail management. • Experience of working within the health and social care sector.

<p>Tasks include (but are not limited to):</p>	<ul style="list-style-type: none"> • To ensure the charity is carrying out the purposes for which it is set up, as set out in its governing document. This includes planning what the charity will achieve, being able to explain how these activities are intended to support its purposes and how they benefit the public. • To ensure that the charity complies with its governing document, charity law and any other laws which apply to St Teresa’s Hospice. • To act in the charity’s best interests, making balanced and adequately informed decisions and to avoid putting yourself in a position where your duty to St Teresa’s Hospice conflicts with your personal interests. • To act responsibly, reasonably and honestly, including ensuring that the charity’s assets are only used to support or carry out its purposes and that they comply with any restrictions on spending funds. • To ensure that you support the charity in complying with the statutory accounting and reporting requirements. • To contribute actively to the board of trustees’ role in giving clear strategic direction to the organisation, ratifying overall policy, defining targets and evaluating performance against these. • To scrutinise board papers in advance and be a proactive and engaged member of board meetings. • To focus on key issues and provide additional advice and input into operational work as requested by the Chief Executive. To provide guidance using previous experience and expertise on a range of aspects of St Teresa’s Hospice’s operations, including supporting new services and initiatives. • To safeguard the reputation and brand of St Teresa’s Hospice. • To ensure the financial stability and sustainability of the organisation. • To promote, embrace and embody St Teresa’s Hospice’s values, including a commitment to equal opportunities within everything we do.
<p>Time commitment:</p>	<p>To attend board meetings four times per annum; to attend and contribute to a relevant hospice sub-committee four times per annum and annual events as required. Meetings are usually held during the day and some evenings.</p>
<p>Disclosure required:</p>	<p>Enhanced DBS check.</p>
<p>General Requirements:</p>	<p>Induction and mandatory training will be provided. To comply with St Teresa’s Hospice’s policies and procedures. All volunteers are required to provide proof of their identity and eligibility to work in the UK. Trustees will be required to complete compliance checks in line with our current policy, such as providing evidence of any professional</p>

	<p>registration and relevant qualifications, work history and references, and health clearance.</p> <p>Trustees meet the definition of a Director under the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014: Regulation 5, and will therefore be subject to additional checks as follows: a self-declaration form in line with the requirements of Reg 5, and a check against the Individual Insolvency Register, Additional Insolvency Restrictions List, Register of Removed Trustees and Disqualified Company Directors Register.</p>
Driving Status:	Must be able to travel to meetings at St Teresa's Hospice and occasionally offsite, using own or public transport.



St Teresa's
Hospice

Our Values

Our Values are our core beliefs.

They explain who we are, how we work, what we believe in and stand for:



A welcoming space

Creating a safe, shared and inclusive space where everyone feels valued and respected.



Dedicated to care

At our very heart is holistic care, comfort and dignity for all.



Compassion in all we do

Everything is centred on empathy, kindness, understanding and respect.



Support at every stage

We offer assistance, encouragement and guidance to everyone throughout their personal journey.



Excellence in everything

Delivering professionalism and the highest of standards in everything we do.