



## Trustees Toolkit

### **Essential resources and information for Trustees, Directors, Board Members, Governors, and Committee Members**

Our Trustees Toolkit contains useful resources and information which will provide you with all you need to know about becoming a trustee, recruiting trustees and being a trustee, with case studies highlighting experiences of three trustees.

“Charity trustees are the people who serve on the governing body of a charity. They may be known as trustees, directors, board members, governors or committee members. Charity trustees are responsible for the general control and management of the administration of a charity.” Charity Commission

#### **The toolkit contains the following:**

- An Introduction to Volunteering and Volunteering Facts
- Board Self Appraisal
- Trustee Recruitment
- An Introduction to Succession Planning
- Case Study 1 – The Big Life Group
- Case Study 2 – Manchester Alliance for Community Care
- Case Study 3 – An Anonymous Trustee
- Useful Links and Resources

To view our Trustees Toolkit, visit:

**[www.manchestercommunitycentral.org/trustees-toolkit](http://www.manchestercommunitycentral.org/trustees-toolkit)**

#### **To get in touch**

Telephone Information Service: **0333 321 3021**

Calls are charged at the same rate as a local call, whether made from a landline or mobile phone

Email: **[info@mcrcommunitycentral.org](mailto:info@mcrcommunitycentral.org)**

Web: **[www.manchestercommunitycentral.org](http://www.manchestercommunitycentral.org)**