

Trustee Job Description

Becoming the Trustee of a Charity is a powerful way of making a huge difference. For many people it is an opportunity to help people in their community who are struggling whilst at the same time acquiring strong leadership skills.

Trustee Responsibilities

- To ensure FAST is carrying out its purpose for the public benefit
- To ensure FAST is complying with its governing document and the law
- To act in FAST's best interests
- To manage FAST's resources responsibly
- To act with reasonable care and skill
- To ensure FAST is accountable

To fulfil these responsibilities, the Board of Trustees will meet 4 times each year. Meetings will normally last around 2 hours.

It is not usual for Trustees to become involved in the operational management of the Charity. But some Trustees may wish to offer specific skills which help the operational team. Trustees are also welcomed at any time to join in the community activity of the Charity and meet its beneficiaries.

Trustees new to the role will receive full training and the support of a Mentor.

Essential criteria for Trustee

- a passion for the work of FAST;
- commitment to fulfilling the mission of FAST;
- agreement with, and willingness to uphold, the aims and ethos of the organisation;
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship;
- ability to actively promote the organisation and its work;
- good independent judgement;
- integrity and honesty, tolerance and patience;
- willingness to act in the best interest of FAST;
- ability to work well as a member of a team;
- be able to attend quarterly meetings.

Making a difference

As a Trustee the commitment and energy you display will make a direct difference to FAST and everyone we help. You don't have to be a hero or famous to change lives for the better. Being a Trustee is immensely rewarding, providing both expected and unexpected opportunities for personal development. And while you bring your skills and energy to leading the organisation, you will also find you are gaining new experience and knowledge.

TO APPLY: Please complete our expression of interest form, accessible at:

Closing date for applications: no current deadline, applications can be received year-round.

Comprehensive information on being a Trustee is published in 'The Essential Trustee: what you need to know, what you need to do.' This is available to download at:

www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do#trustees-duties-at-a-glance

