** The RISE Trust**

 **Registered Charity No: 1114446**

“Through unconditional love, commitment and passion we seek to enable all children, young people and adults to be the best they can be.”

**Job Title: Trustee**

**Overall purpose**

The Board of Trustees are responsible for the overall governance and strategic direction of the charity, developing the organisations aim, objectives and goals in accordance with Memorandum and Articles of Association of the trust and regulatory guidelines.

**Duties and Responsibilities**

 Ensure that the trust complies with its governing document - Memorandum and Articles of Association - as well as charity law, company law and any other legislation or regulations affecting the trust

 Ensure that the trust pursues its objectives as detailed in its governing document

 Contribute actively to the Board of Trustees in giving direction to the trust

 Safeguard the good name and values of The RISE Trust

 Ensure financial stability of the trust and ensure proper investment of The RISE Trust funds

 Appoint and support the chief executive officer and monitor their performance

 Use any specific skills, knowledge or experience they may have to help the Board of Trustees to make sound decisions. This may involve leading discussions, providing advice and guidance in which the trustee has special expertise

 Actively support the Board’s final decisions

 Undertake mandatory training as required

 Comply with DBS checks and renewal

**Time commitment**

 The Board of Trustees usually meet four times a year for two hours. Travel time and meeting preparation are excluded from the 2 hours. However if the needs of the trust merit additional meetings these may take place face-to-face or via Microsoft Teams.

 Trustees may be asked to support The RISE Trust at other events

 Trustees are appointed initially for a 3 year term. Trustees are re – elected every 3 years or thereafter at the AGM.

**Skills and Attributes**

 Commitment to the mission of The RISE Trust

 Willingness to devote the necessary time and effort

 Integrity

 Good independent judgement

 Ability to think creatively

 Understanding and acceptance of the legal duties, responsibilities of trusteeship and be able to comply with the Fit and Proper Persons Test

 Ability to work effectively as a team member and to take decisions for the good of The RISE Trust

**Statutory Duties**

 Ensure the security of information accessed in the course of your duties complies with the Data Protection Act and information governance best practice guidance

 Report any hazards or incidents in accordance with the Health Safety and Risk Policy and procedures

 Carry out any other duties in line with requirements of the post and the organisation

 Meetings are usually held on site at The RISE Trust Community Hub. Arrangements can be made by exception for virtual attendance

**Conduct duties with regard to the trust’s stated values of:**

**We commit to being**

 Compassionate

 Supportive

 Empowering

 Resilient and dedicated

 Respectful

 Inclusive

**NOTES**

This job description currently reflects the post to meet the needs of the service. However, the trust is constantly developing and changing its services to ensure it meets the needs of the community it serves.

We are committed to increasing the diversity of our Board and teams and we are therefore welcoming applications from a broad range of people with outstanding skills which represent our diverse communities across Wiltshire and who embody our values.

This job description will be reviewed annually and may change as is deemed necessary.

*The RISE Trust is a Christian community charity which is totally diverse and inclusive.*

*This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

*In accordance with safer recruitment protocols, we will request references in advance of interviews.*