

Our trustees play a vital role in making sure that Fox Hollies Community Association CIO (charity number: 1174330) achieves its core purpose. They oversee the overall management and administration of the charity. They also ensure that [charity name] has a clear strategy and that our work and goals are in line with our vision. Just as importantly, they support and challenge the executive team to enable Fox Hollies Community Association to grow and thrive, and through this, **improve the quality of lives of local residents through connection and belonging.**

Board members have a collective responsibility. This means that trustees always act as a group and not as individuals.

Duties:

- Support and provide advice on Fox Hollies Community Association's purpose, vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Oversee Fox Hollies Community Association's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Fox Hollies Community Association's financial statements.
- Provide support and challenge to Fox Hollies Community Association's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in Fox Hollies Community Association's operating environment.
- Contribute to regular reviews of Fox Hollies Community Association's own governance. Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Fox Hollies Community Association's interests, to the exclusion of their own personal and/or any third party interests.
- Contribute to the broader promotion of Fox Hollies Community Association's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

As a small charity, there will be times when the trustees will need to be actively involved beyond Board meetings. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.

What we are looking for

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board.

[You do not need previous governance experience – we will provide a full induction and training.]

Personal skills and qualities

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Time commitment

- Attending 6 Board meetings annually. Currently meetings are held in person at Fox Hollies Forum, Birmingham.