**Trustee Person Specification**

You will need to demonstrate in your application/at interview that you possess the essential criteria for the post as detailed below. In addition, demonstration of some of the desirable criteria will greatly assist you in your application

|  |  |  |
| --- | --- | --- |
|  | Essential  | Desirable  |
| **Personal qualities** |  |  |
| Commitment to the ethos and values of the charity  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Commitment to promotion of equality, diversity and inclusion | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Independence of thought and judgement  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Ability to work as part of a team | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to devote time, enthusiasm and effort to the duties and responsibilities of a trustee | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| **Aptitude and skills**  |  |  |
| An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship  |  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |
| Ability to evaluate and interpret information  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| An understanding of the issues affecting the voluntary sector  |  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |
| Ability to play a strategic role to successfully effect change and meet the objectives of the charity  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to reflect and learn  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| **Knowledge and experience**  |  |  |
| Senior management experience in a medium to large public/ private company/ voluntary sector organisation |  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |
| Specific professional, experience, and skills – we are particularly interested in these areas:* Business and commercial
* Income generation/ fundraising
* Campaigning
* Marketing/PR
* Digital inclusion
 | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| **Other Requirements**  |  |  |
| Willingness to prepare for and attend a minimum of four board meetings per year. The Board of Trustees meetings are held six times a year in January, March, May, July, September and November  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to belong to at least one sub-committee  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to actively participate/engage in the organisation  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to participate in Board Development Events, training and Work Groups as required.  | C:\Users\heather.AGEUKLEEDS.000\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\G5X2MLNX\Check_mark_23x20_02.svg[1].png |  |
| Willingness to support Age UK Leeds events, open days, service launches, and fundraising activities. |  |  |

*The Nolan Committee identified seven principles to which those in public life should adhere: selflessness, integrity, objectivity, accountability, honesty, leadership. You must be eligible to serve as a charity trustee*