



CAMPBILL COMMUNITIES THORNBURY

Trustee Role Description

Statement of Responsibility:

All trustees are collectively responsible for the decisions and management of the charity, and jointly and severally liable for their actions.

Objectives of the Charity:

To relieve sickness, promote good health, provide care to and advance the education and training of people with a disability (whether mental or physical), the young, the old, or people otherwise in need, in accordance with the principles of Dr Rudolf Steiner (as summarised in the Appendix), particularly (with limitation) by the establishment and maintenance of communities in the form of villages, residential houses, day centres, kindergartens, schools, colleges or other types of social and/or educational community, in which beneficiaries live and/or work and/or to which they otherwise resort, in community with persons providing support, and to advance education and promote health, particularly through promoting research.

Reporting to:

The Board of Trustees.

Remuneration:

This is a voluntary role.

Main responsibilities:

The statutory duties of a trustee

1. To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
2. To ensure that the organisation pursues its objects as defined in its governing document.
3. To ensure the organisation uses its resources exclusively in pursuance of its objects: the organisation must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are.
4. To contribute actively to the board of trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
5. To safeguard the good name and values of the organisation.

6. To ensure the effective and efficient administration of the organisation.
7. To ensure the financial stability of the organisation.
8. To protect and manage the property of the charity and to ensure the proper investment of the charity's funds.
9. If the organisation employs staff, to appoint the chief executive officer and monitor his/her performance.

Other duties:

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This will involve:

- Scrutinising board papers
- Leading discussions
- Focusing on key issues
- Providing guidance on new initiatives
- Exercising duty of care and prudence
- Accessing external professional advice
- Other issues in which the trustee has special expertise

Person specification:

Members of Camphill Communities Thornbury Board of Trustees will require:

1. A commitment to the aims and objectives of CCT and to promoting the interests of the beneficiaries.
2. A willingness to devote time and effort.
3. A strategic vision.
4. Good, independent judgement.
5. An ability to think creatively.
6. An understanding and acceptance of legal duties, responsibilities and liabilities of trusteeship.
7. An ability to work effectively as a member of a team while contributing an independent perspective.
8. A commitments to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
9. Specific skills required by the organisation.
10. Eligibility. Some people are disqualified by law from acting as Trustees including:
 - Anyone who has an unspent conviction for an offence involving deception or dishonesty.
 - Anyone who is an undischarged bankrupt.

- Anyone who has been removed from trusteeship of a charity by the Courts or Charity Commission for misconduct or mismanagement.
- Anyone who is disqualified from being a company director under the Company Directors Disqualification Act 1986.

Camphill Communities Thornbury Ltd will conduct necessary checks on prospective Trustees to ensure eligibility e.g. DBS checks. All Trustees will be required to sign a declaration that they are not disqualified.

Terms of Appointment:

Trustee appointments will be reviewed annually, and newly inducted Trustees should expect to serve for at least 3 years.

You will be required to attend at least 4 meetings of the Board a year and further meetings and events, including interim subcommittee meetings. You must therefore be able to commit up to approximately 7 - 14 days each year.

Camphill Communities Thornbury is committed to supporting its Trustees and provides a thorough induction to the organisation and role. You will be expected to attend training events relevant to the role, as necessary.

Whilst the role is normally unpaid, reasonable expenses are payable in line with the Charity Commissions guidelines.

Camphill Communities Thornbury Ltd is registered with the Charity Commission, No: 307104, and is a registered company limited by guarantee in England, No: 497029.

Camphill Communities Thornbury Ltd is a Member of the Association of Camphill Communities.