

Role Outline

POSITION	Trustee
SALARY	Voluntary
CONTRACT	3 year term
RESPONSIBLE TO	
Chairperson of the Board	
KEY RESPONSIBILITIES	
<ul style="list-style-type: none"> To ensure that GSC has a clear vision, mission and strategic direction and is focused on achieving these. To ensure that GSC operates lawfully and in accordance with its Memorandum and Articles of Association and that all its activities fall within its charitable purposes. To be aware of the duties and responsibilities set out in the current OSCR Guidance for Charity Trustees and ensure that GSC's governance is of the highest possible standard. 	
MAIN DUTIES	
<p><i>Mission</i></p> <ul style="list-style-type: none"> To determine the overall direction and development of GSC by providing excellent governance and direction. To ensure there is a common understanding by all Trustees and Staff of GSC's vision, mission and strategic direction. To promote the decisions of the Board in public (when required) and provide the necessary support required to GSC Staff. To ensure the CEO's annual and longer-term objectives support the achievement of the vision, mission and strategic objectives. To actively promote and safeguard the name of GSC and its overall values. <p><i>Legal</i></p> <ul style="list-style-type: none"> To be aware of and ensure all legal, moral, regulatory and statutory requirements are adhered to. To ensure that GSC has adequate resources to undertake its charitable objectives. To ensure the proper financial planning, management and control procedures are in place to inform the Board of actual and projected financial performance. To ensure that major risks to which GSC is exposed are collated into a Risk Register which is reviewed regularly by Trustees and Staff and that actions are taken to mitigate or minimise these risks whenever possible. To ensure that the responsibilities delegated to the CEO are clearly expressed and understood, and any directions given come from the Board as a whole. Be aware of and abstain from any conflict of interest. To provide access from Staff (when applicable) to your expertise in relation to whistleblowing. 	

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Performance

- To participate effectively on the Board.
- To act as an ambassador for the promotion of GSC and its mission.
- To network on behalf of GSC to assist with its fundraising activities.
- To monitor and evaluate the effectiveness of GSC at regular intervals in achieving the aims and objectives set out in its corporate strategy.
- To hold to account the CEO and Executive Team for the management and administration of GSC.
- To take positions on Board Sub-Committees and any ad hoc Working Groups where your skills and knowledge could assist the remit of the Sub-Committee or ad hoc Working Group.
- To agree company policy and procedure when required.

PERSON SPECIFICATION

Strong enthusiasm, commitment and motivation for GSC's vision and mission

- Strong track record of achievement in their chosen field
- Excellent communication skills
- Ability to work effectively in a group, contributing to discussions and challenging constructively
- Strategic planning knowledge and skills
- Prepared to share knowledge, experience and expertise
- Be prepared to act as an ambassador for GSC in the wider community.

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