



The duties of a Trustee are:

- To ensure that the organisation complies with its governing document (i.e. memorandum and articles of association, including charitable objectives), charity law, its adopted Code of Governance (the Charity Code for larger charities) and any other relevant legislation or regulations.
- To ensure the organisation acts in line with its values and puts women and children at the centre of all decision making
- To contribute actively in giving strategic direction to the organisation, setting overall policy, defining goals and setting targets, ensuring effective delegation, control and risk management systems are in place, obtaining assurance and evaluating performance
- To safeguard the good name and values of the organisation
- To assure oneself that systems and processes are in place that ensure the financial stability of the organisation
- To ensure systems and processes are in place that serve to protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- To support and drive the organisation's approach to achieving race equality (as expressed in BSWA's Anti Racism Statement), and develop a culture of inclusion throughout the organisation.
- To act as an ambassador for the charity, telling its story and explaining the value of its work and sustaining the charity's reputation
- 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. In practice this can involve scrutinising board papers, leading discussions, and providing advice and guidance on new initiatives or on other issues in which the Trustee has special expertise.

Trustee Person Specification

- A commitment to supporting and advocating for women; the organisation and its values
- A willingness to devote necessary time and effort required for the role, preparing for and attending meetings (see below) plus occasional strategy reviews / away days and special events
- An understanding of strategy.
- An understanding of equality, diversity and inclusion and of the intersectionality of sex and race and its impact on our services.
- The ability to exercise independent judgement



- An ability to think creatively
- A willingness to speak their mind
- An appreciation of the legal duties, responsibilities, and liabilities of Trustees
- An ability to work effectively as a member of a team
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership and a willingness to work within the Trustee Code of Conduct

The Board of Trustees are individually and collectively responsible for the overall governance of the charity, including its financial health and the safeguarding of children and vulnerable adults.

Board meetings are held in the evening four times a year, plus occasional strategy days. Some Trustees also sit on Audit and Finance Committee, and participate in time limited task and finish groups. Meetings currently take place online but we're looking forward to meeting face to face in the future.

The appointment is for an initial term of three years with an option of further re-appointment.