



Wanted:

New Trustees with an interest in environmental issues, particularly the re-use of furniture and other household items

What is Engage Furniture Re-use?

Currently a project of Engage Voluntary Sector Development, a registered Charity based in Minehead, Somerset, the Furniture Re-use Store is in the process of becoming a separate, independent charity.

The charitable objectives are to relieve need, hardship or distress by providing furniture and other household equipment to persons of limited means resident within the West Somerset area at affordable prices, and to keep items reused that would normally end up in landfill.

This is an exciting opportunity to support the strategic development of a new Charitable Incorporated Organisation (CIO) for the area.

For more information: <https://www.engagews.org.uk/furniture/>

The Charities Act 1993 defines charity trustees as those responsible under the charity's governing document for the controlling the administration and management of the charity. This is the case regardless of the terminology used to describe the role.

"The Essential Trustee" – published by The Charity Commission explains the key duties of all trustees of charities, and what trustees need to do to carry out these duties competently. This can be downloaded here:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

Engage Trustees are volunteers who are passionate about making a difference in our communities. The role is unpaid but expenses incurred can be claimed. A full induction is offered, and trustees are expected to attend 7-8 meetings per year (4 full Board meetings, plus sub-groups as applicable) along with a one-day strategic planning session.

Names of all Trustees are available to the public following registration with The Charity Commission and Companies House.

DUTIES

The duties of a Trustee Board member are to:

- ensure that Engage complies with its governing document (Memorandum and Articles of Association), charity law, company law and any other relevant legislation or regulations
- ensure that Engage pursues its objects as defined in its governing document
- ensure Engage applies its resources exclusively in pursuance of its objects.
- contribute actively to the Board by giving firm strategic direction to Engage, setting overall policy, defining goals, setting targets, and evaluating performance against agreed target
- safeguard the reputation and values of Engage
- ensure the financial stability of Engage

In addition to the statutory duties, each trustee should use any specific skills, knowledge to experience they have, to help the Board reach sound decisions. This may involve leading discussions, identifying key issues, providing advice and guidance on new initiatives.

PERSON SPECIFICATION

A Trustee must have:

- a commitment to the mission of Engage
- the ability to meet the minimum time requirement
- integrity, honesty and transparency
- strategic vision
- sound, independent judgement
- an ability to think creatively
- a willingness to speak their mind
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship – trustees are required to complete a Fit and Proper Persons HMRC declaration
- an ability to work effectively as a member of a team and to take decisions for the benefit of Engage

The Board of Trustees collectively needs skills and experience in the following areas:

- working with people from a variety of backgrounds
- legal matters related to the management of charities
- Health & Safety
- financial management, income generation and enterprise
- public policy and public affairs
- voluntary sector
- marketing, communications and PR (including digital)
- Human Resource management
- funding & fundraising
- collaborative partnerships
- impact measurement
- contacts in the above that may benefit Engage

www.engagews.org.uk

June 2020