

Trustee Appointment

The Institute of Recovery from Childhood Trauma (IRCT) is seeking to appoint a Trustee to join its Board. This is a voluntary position, that is, unpaid.

The role of the Trustee is, with the rest of the Board, to constructively challenge and contribute to the development of the IRCT's vision; to review performance in meeting agreed goals and objectives; to support and monitor the Board's performance, and to ensure appropriate succession planning.

The Board meets around ten times a year. In addition to these meetings a Trustee may be asked to join a working group, answerable to the Board and typically meeting three to four times a year.

Role Purpose

To provide leadership and strategic direction focusing on the vision, core values and objectives of IRCT. The person appointed to this role will take the lead on development and delivery of a sustainable fund-raising stream.

Previous Board experience is not essential, nor is it necessary to be involved in any way with recovery from trauma. Expertise in fund-raising, energy and commitment to the role is more important.

Location

Board meetings generally take place in London but from time to time may be held in other areas of the UK.

To apply

Please send a letter of application with an up to date CV, for the attention of the IRCT Chair, Sylvia Duncan, to Pippa Randolph, irct.trustees@gmail.com. Please confirm that there are no reasons why you may not hold the post of a company director. Please also include the name and contact details for three referees (referees will not be contacted until after interview, and you will be informed in advance of any contact).

Candidates will be invited to a panel interview and, following take up of references, the successful candidate will join the Board as soon as the appointment is approved by the Board.

Equal Opportunities

The IRCT is committed to equal opportunities and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief, and marriage and civil partnerships.

PERSON SPECIFICATION

Essential

- Strong communication skills, and the ability to present own ideas clearly and concisely.
- Proven experience and success in fund-raising.
- Time to commit to the role (10 – 12 days p.a.).

Plus one of:

- Experience of, and/or some understanding of, the challenges and opportunities in making our charity more diverse and inclusive / appeal to a wider membership.
- Knowledge of UK corporate governance.

The following are desirable but not essential:

- Previous experience of committee activity in a voluntary or charitable organisation.
- Awareness and understanding of issues facing voluntary organisations.

Responsibilities

In liaison with the Chair and fellow Board members:

1. Act as a Director.
2. Adhere to the IRCT vision.
3. Monitor progress annually against agreed goals and objectives.
4. Monitor performance, financial expenditure, risk and resource allocation against the strategic plan at least quarterly; ensure the maintenance of a sound financial and resource platform at all times.
5. Build effective relationships with external partners as required by the Board.
6. Undertake training as appropriate and participate in an annual Board evaluation process and individual evaluation.
7. Attend IRCT events and meetings as appropriate and act as hosts to partners, sponsors and other stakeholders as required.

The successful candidate will be expected to meet standard Board competencies as follows:

1. Build effective relationships with the Chair and fellow Board members ensuring all are committed to the common purpose.
2. Be capable of expressing, orally and in writing, ideas and information in ways that are appropriate, accurate and concise.
3. Listen to all fellow Board members, ensuring their views are heard.
4. Identify opportunities in pursuit of the achievement of the IRCT's vision and strategic goals.
5. Follow established principles of UK corporate governance and the IRCT aims.
6. Ensure that independent judgement is exercised on issues of strategy, performance, resources and standards of conduct.
7. Understand and accept the legal duties, responsibilities and liabilities of being a Director of a charitable organisation.

Background information: Key facts about the organisation

Follow this link for [further details about the aims of the IRCT](#)

7 December 2018