

Trusteeship at Eden Rivers Trust



About us

Eden Rivers Trust is the conservation charity standing up for Eden's rivers; changing perceptions about them, enhancing and protecting the river environment so that people and nature in Cumbria can thrive.

The Trust, whose vision is *Clean and healthy rivers, providing a brighter future for all*, has been working with partners and volunteers since 1996, developing and carrying out innovative environmental projects that restore rivers, improve habitats, manage floods naturally and promote water-friendly farming. These conservation activities are integrated with creative programmes for schools and community groups that promote awareness, access and learning.

Eden Rivers Trust. Rethinking Rivers. For Good.

Role Description

Trustee

Location: Penrith, Cumbria

Time commitment: Four Board meetings per year in Penrith. Trustees are also expected to participate in subcommittees and other relevant meetings and training through the Eden catchment. From time-to-time Trustees will be asked to represent the Trust at additional events, and to support various activities the Trust undertakes throughout the year. Trustees are appointed for an initial term not exceeding three years.

Responsible to: As the Board is responsible and liable for the governance and functioning of the Eden Rivers Trust, Trustees are accountable in varying degrees to a variety of stakeholders including service users, members, funders, the Charity Commission, and Companies House.

Salary: Unsalaries. The role of Trustee is not accompanied by any financial remuneration, although reasonable out of pocket expenses, e.g. for travel, may be claimed.

Overall purpose

The Board of Trustees is responsible for the overall governance and strategic direction of Eden Rivers Trust, developing the organisation's aims, objectives, and goals in accordance with the governing document, legal and regulatory guidelines.

Each Trustee should ensure that Eden Rivers Trust fulfils its duty to its beneficiaries and delivers on our vision, mission and values, through the implementation of our five-year strategic business plan (2023-28)

Vision: Clean and healthy rivers providing a brighter future for all
Mission: To improve and protect the River Eden - its tributaries and lakes, for the benefit of people and wildlife
Values: Teamwork, Commitment, Relevance, Creativity, Partnership

Duties and responsibilities for Trustees are collective and individual.

Main responsibilities

To determine the overall direction and development of the Trust through good governance and clear strategic planning.

To ensure that the Trust and its representatives' function within the legal and regulatory framework of the sector and in line with the Trust's governing document.

To uphold the fiduciary duty invested in the position, continually striving for best practice in governance that adds to public confidence in Eden Rivers Trust.

Main Duties:

Promoting and developing the Trust in order for it to grow and maintain its relevance to society.

Maintaining sound financial management of the Trust's resources, ensuring expenditure is in line with its objectives.

Ensuring the effective and efficient administration of the Trust and its resources.

Ensuring the Trust complies with legislative and regulatory requirements and acts within the confines of its governing document and in furtherance to organisational activities contained therein.

Ensuring that intangible assets such as organisational knowledge and expertise, intellectual property, the charity's good name and reputation etc. are properly valued, utilised and safeguarded.

Interviewing and appointing the Chief Executive. Interviewing senior paid staff when required.

Behaviours

- Acting in the best interest of the Trust at all times.
- Maintaining absolute confidentiality about all sensitive/confidential information received in the course of the Trustee's responsibilities to the Charity.

Role description for Chair of Trustees is on the next page.

Role Description

Chair of Trustees

In addition to that of an ordinary trustee

Remuneration: The role of Chair is honorary and not accompanied by any financial remuneration, although reasonable out of pocket expenses, e.g. for travel, may be claimed

Time commitment: Regular meetings with the Chief Executive and other Officers as appropriate.

Purpose:

The Chair holds the Board and Executive Team to account for the Charity's mission and vision, providing inclusive leadership to the Board of Trustees, ensuring that each trustee fulfils their duties and responsibilities for the effective governance of the charity.

The Chair supports, and, where appropriate, challenges the Chief Executive and ensures that the Board functions as a unit and works closely with the entire Executive of the charity to achieve agreed objectives. The Chair acts as an ambassador and the public face of the charity in partnership with the Chief Executive.

Main responsibilities:

Strategic leadership

- Provide leadership to the charity and its Board, ensuring that the Charity has maximum impact for its beneficiaries.
- Ensure that Trustees fulfil their duties and responsibilities for the effective governance of the Charity.
- Ensure that the Board operates within its charitable objectives and provides a clear strategic direction for the Charity.

- Ensure that the Board is able to regularly review major risks and associated opportunities, satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks.
- Working closely with the Treasurer to ensure that the Board fulfils its duties and responsibilities for the proper financial governance of the charity, with systems in place to ensure financial accountability.

Governance

- Ensure that the governance arrangements are working in the most effective way for the Charity – and as far a possible adhere to the guidelines of the Charities Governance Code (2017).
- Develop the knowledge and capability of the Board of Trustees.
- Encourage positive change where appropriate address and resolve any conflicts within the Board.
- Work to improve board diversity in gender, skills, background, and stakeholder representation.
- Appraise the performance of the Trustees and the Board on an annual basis.
- Ensure that the Board of Trustees is regularly refreshed and incorporates the right balance of skills, knowledge and experience needed to govern and lead the Charity effectively, and which also reflect the wider population.
- Work within any agreed policies adopted by the Charity.

External Relations

- Act as an ambassador for the cause and the Charity.
- Maintain close relationships with key senior stakeholders and influencers.
- Act as a spokesperson for the organisation when appropriate.
- Represent the charity at external functions, meetings and events.

Efficiency and effectiveness

- Chair meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process.
- Ensure that Trustees are fully engaged and that decisions are taken in the best, long-term interests of the Charity and that the Board takes collective ownership.
- Foster, maintain and ensure that constructive relationships exist with, and between the Trustees.
- Work closely with the Chief Executive to give direction to Board policy-making and to ensure that meetings are well planned, meaningful and reflect the responsibilities of trustees.
- Monitor that decisions taken at meetings are implemented.

Relationship with the Chief Executive and the senior management team

- Establish and build a strong, effective, and constructive working relationship with the Chief Executive, ensuring that they are held to account for achieving agreed strategic objectives.
- Support the Chief Executive, whilst respecting the boundaries which exist between the two roles.
- Ensure regular contact with the Chief Executive and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges.
- Liaise with the Chief Executive to maintain an overview of the Charity's affairs, providing support as necessary.
- Conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees/Officers.
- Ensure that the Chief Executive has the opportunity for professional development and has appropriate external professional support.