

Job Title	Trustee
Reporting To	The Chair of Trustees
Salary	This is a voluntary post
Hours	Commitment to attend a minimum of four quarterly evening board meetings and flexibility to attend occasional other meetings during the working day

A little bit about us:

Heart of England Community Foundation is a registered charity and company limited by guarantee, established in 1995 and since then we have awarded over £25 million to support grass roots community projects across the region. Last year we celebrated 25 years of giving; a major milestone in the Foundation's history. Having grown significantly since 2013, we now hold an endowment worth over £13 million and manage over 45 funds on behalf of a range of donors.

In 2019/2020 we awarded £5.2m grants to nearly 510,000 beneficiaries which supported project themes such as health and wellbeing, mental health, education learning/training, disability/access issues and to build stronger communities.

Now we find ourselves in the middle of a global pandemic responding to the needs of the organisations working on the ground by launching various emergency programmes such as the Coronavirus Resilience Fund.

The Role:

The West Midlands Region is diverse and vibrant, and this should be reflected within our Board, Staff and in the grants we award.

We are looking for candidates who can contribute to the overall governance of the charity and, in particular, support our commitment to diversity, equality and inclusion and help drive this through all aspects of our work. We would love to hear from those who feel they can offer something else that adds to what we do.

This is an opportunity to be part of an ambitious, driven charity who take work seriously but have a bit of fun along the way!

We are keen to welcome applications from those with lived experiences that are currently underrepresented on our Board, in particular, but not exclusively:

- People under the age of 40
- Disabled people; and
- People from Black, Asian and minority ethnic communities
- People from Birmingham/Black Country

Main Tasks and Key Responsibilities:

The role of our Board is to oversee the effective running of our vibrant charity, we are committed to having a major impact on the communities we serve, main tasks and responsibilities being:

- Be an Ambassador for the Foundation
- Promote the work of the Foundation where appropriate.
- Contribute actively to the Board in giving firm strategic direction, setting overall policy, defining goals, and evaluating performance against the Foundations 3-year strategy and annual operating plans.
- Ensure that the Foundation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure the Foundation uses its resources exclusively in pursuance of its objects to provide a range of philanthropic services to benefit West Midlands communities
- Appoint the CEO and monitor his/her performance.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge, or experience to help the board and support the CEO and wider staff team.

Additional Information / Requirements:

We are seeking individuals who have a good knowledge of the Birmingham/Black Country area and who can add value with their knowledge, strengths, and experiences.

In addition, we are looking for individuals who demonstrate:

- An understanding of the region and its rich culture
- Willingness to speak their mind.
- Genuine eagerness to devote the necessary time and effort to the role.
- Willingness to learn about the legal duties, responsibilities, and liabilities of trusteeship.

Application

Please complete and return the Expression of Interest Form outlining how your skills and experience can add value to the Foundation Board, along with your CV to:

sarah@heartofenglandcf.co.uk

Closing Date: 26th February 2021