

JOIN OUR BOARD OF

TRUSTEES

OUR DREAM IS TO SEE OUR COMMUNITIES
THRIVING WITH JESUS AT THE HEART

We are looking to expand our board with people who share our dream and have skills to help see it become a reality. We are particularly interested to hear from those with legal and HR expertise.

Express your interest: hello@churchatbr.com

Church
at Barking
Riverside

Trustee Board Members - Role Description & Person Specification

Background

Salary: Unpaid. Expenses incurred while travelling to meetings will be covered

Hours: Six meetings a year. Additionally, trustees are invited to optional strategic review meetings held three times a year and a public meeting annually.

Location: Online and venues local to Barking Riverside (IG11 0WX)

Closing Date: N/A

Church at Barking Riverside (CBR) exists to see communities thriving with Jesus at the heart. We create space for Jesus in our individual lives through collective habits, sharing life with others in our Hubs and daring to dream big for the people and places we live and love. As a newly established worshipping community in the South of Barking & Dagenham, we seek to join in with all God is doing in the local community of Barking Riverside. Starting as local movement, it is rippling out across the wider region and internationally, as we continue to facilitate leaders and train disciples of Jesus equipped to follow God in every walk of life.

Who are the charity's trustees

The Charities Act 1993 defines charity trustees as those responsible under the charity's governing document for controlling the administration and management of the charity. This is the case regardless of the terminology used to describe the role. For CBR the charity trustees are registered with the Charity Commission and are a mix of ex officio post holders, church members and those with particular expertise regionally and in the diocese of Chelmsford.

The trustee board comprises:

- Chair (ex officio)
- Treasurer
- Secretary (TBC)
- Up to eleven appointed trustees (min 3 including 1 ex officio)

Role of the Board

At its simplest, the role of the trustee board is to receive assets from donors, safeguard them and apply them to the charitable purposes of CBR. The trustee board must always act in the best interests of CBR, exercising the same standard of duty of care that a prudent person would apply if looking after the affairs of someone for whom they have responsibility. The trustee board must act as a group and not as individuals.

Duties of a Trustee

The duties of a trustee board member are to:

- ensure that CBR complies with its governing document (its Constitution), charity law, company law and any other relevant legislation or regulations
- ensure that CBR pursues its objects as defined in its governing document
- ensure CBR applies its resources exclusively in pursuance of its objects. For example, it must not spend money on activities which are not included in the objects, however worthwhile they may be
- contribute actively to the board of trustees by giving firm strategic direction to CBR, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets
- safeguard the good name and values of CBR
- ensure the financial stability of CBR.

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. This may involve leading discussions, identifying key issues, providing advice and guidance on new initiatives, and evaluating or offering advice on other areas in which the trustee has particular expertise.



Time Commitment

Trustees are invited to observe a board meeting and expected to attend an induction session with the Chair and Leaders of CBR prior to their first board meeting. Trustees are expected to attend all board meetings. Board meetings are held six times a year during normal office hours, these meetings last approximately two hours and are usually online. In addition, trustees are welcome to the strategic review meetings run by CBR leadership, held each term (three times a year), these are optional.

- Papers are distributed one week in advance of meetings
- Trustees are invited to an annual public meeting of CBR
- Trustees are invited to attend strategic review meetings each term (three times a year)
- Trustees can claim out of pocket expenses incurred in travelling to meetings

Person Specification

Each trustee must have:

- a commitment to the mission and vision of CBR
- a willingness to meet the minimum time requirement
- integrity
- strategic vision
- good, 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
- an ability to work effectively as a member of a team and to take decisions for the good of CBR

The board of trustees collectively needs skills and experience in the following areas:

- financial management, income generation and enterprise
- Church of England/Diocesan governance and management
- human resource management
- volunteering management and brokerage
- funding/foundations
- collaborative partnerships
- legal understanding, both charity and property law
- social investment and impact
- national and local voluntary sector
- national and local government and statutory bodies
- digital strategy
- trading subsidiaries and social enterprise