



Community &
Voluntary Services
cheshire east

Trustee Role Description

Overall Purpose

The Board of Trustees are responsible for the overall governance and strategic direction of CVS Cheshire East, developing the organisations aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Trustee Duties – taken from the Charity Commission Guidance: The Essential Trustee (CC3)

- To ensure that the organisation complies with its governing document and the law
- To ensure that the organisation works towards its purpose
- To act in the charity's best interests – and not in the interests of self
- Manage the charity's resources responsibly
- To act with reasonable care and skill
- Ensure the charity is accountable for its decisions to key stakeholders

For more information on the Essential Trustee, click here: [CC3](#)

In practical terms, a trustee needs to ask questions, seek appropriate guidance and make key decisions. This can be through reading papers, attending meetings, undergoing training, conducting research exercises, or a range of different formats.

Trustee person specification

Knowledge, Skills and Experience

General Skills and Experiences – we are always looking for people who have one or more of the following:

- Brings new networks to the board
- Ability to think creatively
- Strategic vision
- Critical thinking skills
- Ability to interrogate complex information
- Experience of the Voluntary, Community, Faith and Social Enterprise Sector
- A range of business skills including finance, people management, communications

We want all trustees to have a sense of shared purpose and responsibility, therefore we also look for:

- A strong commitment to the organisation
- A willingness to devote the necessary time and effort
- A desire to work collaboratively with fellow trustees and staff

What you will receive

Trustees are volunteers who give up their time and skills to further the aims of the charity. However, we don't want anyone to be out of pocket, so will pay expenses related to carrying out your duties (travel, childcare, sustenance etc) and will work with you to understand what professional development would be useful to you individually, and as a valued member of the board. Trustees at CVSCE receive:

- Out of pocket expenses
- Training and development, both individually and collectively
- The chance to meet new and interesting people!
- The opportunity to be part of new projects and strategies