

Taff Ely Foodbank Trustee Role

What are we looking for?

As Taff Ely Foodbank grows, we are seeking dedicated and passionate individuals to join our board of trustees. As a trustee, you will play a crucial role in guiding our organisation towards fulfilling its mission, ensuring effective governance, and making a positive impact in the community. We are looking for candidates who bring diverse skills, experiences, and perspectives, and who are committed to supporting our vision of alleviating food poverty and promoting social justice.

Key Responsibilities:

- Provide strategic direction and oversight for the organisation.
- Ensure compliance with legal and regulatory requirements.
- Support fundraising efforts and community engagement initiatives.
- Collaborate with fellow trustees and staff to achieve organisational goals.

Qualifications:

- Experience in governance, finance, fundraising, or community engagement is preferred.
- Strong communication and interpersonal skills.
- A commitment to the values and mission of Taff Ely Foodbank.

If you are interested in making a difference, we would love to hear from you!

Trustee person specification

We are a committed and dedicated team of trustees. Having a passion for the work of the foodbank and tackling social injustice is a must. However, there are some basic requirements that underpin being a trustee.

- Committed to the foodbank project and has sufficient time and willingness to contribute to board meetings.
- Has some understanding of legal, financial, audit and other regulatory requirements of a charity.
- Can assess and manage risks with a balanced and informed approach.
- Can remain independent of any influence from another organisation or individual.
- Is able to work as a member of a team to shape, drive and monitor the Foodbank strategy.
- Use skills or experience to help lead discussions, focusing on key issues, providing advice and guidance where necessary.
- Has a passion for the social sector and social change

- Subscribes to the ethos, vision and mission of Taff Ely Foodbank

Additional Treasurer person specification

Previous experience or an ability in:

- Reviewing financial records prepared by a book-keeper.
- Working with operational teams to prepare and present an annual budget.
- Liaising with auditors and reviewing financial statements.
- Communicating financial information to those who may have little or no financial background.
- General financial issues.

The statutory duties of a Trustee

Trustees have legal responsibility for a charity's management and administration. Ensuring these responsibilities are upheld involves managing and delivering the following duties.

- Ensuring that the organisation complies with charity law, company law and any other relevant legislation or regulations.
- Ensuring that the organisation pursues its objects as defined in its governing document.
- Ensuring the organisation uses its resources exclusively in pursuance of its objects for the benefit of the public.
- To set strategic direction, policy, and targets to evaluate performance.
- Ensuring the appropriate administration of the organisation including having the right policies and procedures in place.
- Ensuring the financial stability of the organisation.

Why become a trustee?

We become trustees because we have a passion for serving our community, but it will also be a fulfilling experience for many other reasons. It allows many of us to do the following.

- Use existing skills and experience to make a difference to the Taff Ely community.
- Meet new people with a shared passion to tackle poverty and social injustice across Taff Ely.
- Make a real difference to the running of the foodbank and becoming a part of the Taff Ely community

Commitment

Board meetings are usually held every quarter.

Outside of board meetings, staff may need to work with the treasurer.

Trustees are appointed for a three-year term and can serve a maximum of two terms (maximum of six years) – although this is a recommendation and not mandatory.

The role is unpaid.

How to apply

Please provide a CV and short covering note (max 1-page) outlining how you meet the role description, any connections to Taff Ely Foodbank or the local community you may have and why you want to become Treasurer.

Please also indicate if you would be interested in being considered for another Trustee role, should your application as Treasurer be unsuccessful. We are an open and inclusive community and welcome applications from people of all backgrounds.

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