

CLOSING DATE: 21st May 2021

VACANCY FOR TRUSTEE

Fassnidge Memorial Trust is a small local charity based in the London Borough of Hillingdon. Since 1994 the Trust has been engaged in a variety of activities which support older people and those in need across the borough.

The Board of Trustees, comprised entirely of volunteers, is the governing body of the Trust and is responsible for the overall management of the charity. The eleven trustees each bring something different to the role, meaning that as a collective they have the extensive skills, knowledge and experience needed to manage the charity effectively.

ROLE DESCRIPTION

- Register as a Trustee with The Charity Commission
- Attend meetings having scrutinised pre-reading material in advance
- Ensure Fassnidge complies with its governing document, legislation and regulations as set out by bodies such as The Charity Commission
- Contribute to Fassnidge by volunteering time, playing an active role in discussions, giving clear strategic direction, making sound decisions, setting policies, implementing processes, defining goals and targets, and evaluating performance
- Futureproof Fassnidge for future generations by safeguarding its name, brand and values
- Ensure financial stability through the effective management of Fassnidge assets, which include multiple properties and significant funds
- Ensure the effective and efficient administration of the charity
- Lead, motivate and inspire a small group of employees

KEY CRITERIA

- Has geographical knowledge of the London Borough of Hillingdon
- Willing to “give back” to the local community of the London Borough of Hillingdon
- A passion for older people, genuinely committed to improving their quality of life
- Attendance at approximately ten meetings p.a., usually in the evening
- Commit to serving a four-year term
- Strong interpersonal and organisational skills
- Constructive, forward-thinker, with a positive attitude and an appetite to make things happen
- Previous experience at a charity and/or as a Trustee is desirable but not essential

Fassnidge is a small and friendly organisation. If you would like to meet new people, better support your local community, learn/develop skills, and make a difference – then we want to hear from you! Please send your CV to admin@fassnidgecharity.org.uk. To complement our existing Trustee base, we are particularly keen to hear from individuals currently employed in the Property, Finance and Business/Professional Services sectors.