



## TRUSTEE – ROLE DESCRIPTION

**Date:** November 2024

**Job Title:** TRUSTEE, More Trees

**Purpose:** To actively participate and contribute to the effective functioning of the Board of Trustees.

The Board of Trustees are both jointly and individually responsible for the overall governance and strategic direction of the charity ensuring the financial health of the charity and the probity of its activities.

**Responsible to:** Chair

**Term:** Trustees are appointed for a 3-year term of office, renewal for 2 further terms to a maximum of 9 years. A charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

This is a voluntary position, but reasonable expenses will be reimbursed.

**Time commitment:** Attend and prepare for regular committee meetings (c. 2.5 hours)  
Weekly review of emails and actions (c. 15-30 minutes)  
Ad hoc support through strategy days and/or support to management committee/staff

### Background

More Trees started planting trees in 2008 and since then have planted over 16,000 trees in and around Bath & north east Somerset. In 2021, we took on our first employee and have been focussing since then on growing our own trees with local provenance. In 2022 we took the bold step to become a registered charity (CIO). Today we have a growing community of volunteers, three employees including a new Director, and a board of Trustees. We are now at an exciting stage of our journey as we accept larger funding and look to grow and increase our work and team and our trustees are key to this.

Our trustees play a vital role in making sure that More Trees achieves its core vision. They oversee the overall management and administration of the charity. They also ensure that we have a clear strategy and that our work and goals are in line with our vision. Just as



importantly, they provide the right balance of scrutiny and support to the team to enable More Trees to grow and thrive.

A trustee actively contributes to the effective functioning of the Board of Trustees by preparing for and attending Board meetings regularly. This involves scrutinising committee papers, contributing to and leading discussions, focusing on key issues and providing advice and guidance as necessary.

## Key Tasks

- Ensure that More Trees complies with its charitable objectives, charity law and any other relevant legislation or regulations and that it applies its resources exclusively in pursuit of achieving those objectives.
- Determine the strategic direction and overall policy framework for the charity and evaluate performance against agreed objectives.
- Ensure policies and internal practices are in keeping with these objectives
- Ensure the effective and efficient management of the finances and administration of More Trees.
- Have oversight of the charity finances, budgets and fundraising strategy and monitor and evaluate performance to ensure financial stability.
- Ensure that the charity has implemented an effective risk identification and management process.
- Provide support and challenge to More Trees' employees in the exercise of their delegated authority and roles.
- Keep abreast of changes in More Trees' operating environment.
- Act legally and in good faith to promote and protect More Trees' interests and safeguard the good name and values of the organisation
- Contribute to the broader promotion of More Trees' values, objectives, and reputation at all appropriate opportunities by applying your skills, expertise, knowledge and contacts.

## Expectations

As a small charity, there will be times when the trustees will need to be actively involved beyond Board meetings. This may involve reading board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise

## Requirements

- Ability to analyse and problem solve
- Good interpersonal and communication skills.



- An ability to think creatively.
- Good independent judgment.
- Able to give constructive feedback and provide challenge but also to listen to and welcome alternative opinions.
- Able to work collaboratively and constructively as a member of the Board, and in the best interest of the charity
- To bring and apply specialist knowledge and experience.

### Personal Qualities

- A confident and dynamic individual who embraces a challenge.
- A willingness to bring energy, enthusiasm and commitment to the role including understanding and accepting the role responsibilities.
- A passion for and an understanding of our vision and mission.
- A willingness to lead according to our values.
- A willingness to participate actively in discussion.
- Be approachable, flexible and able to work as part of a team.
- A strong personal commitment to equity, diversity and inclusion.
- A lover of trees!