



## Call out for New Trustees

Made in Hackney is in the early stages of becoming its own independent charity, after 4 years of being a project of charity AMURT UK. We seek people willing to join our new Board of Trustees who will be strong, experienced and enthusiastic advocates for the organisation and help to raise our profile.

A key role of being a trustee is to contribute to the work of the organisation by sharing skills, contacts, experience and new perspectives. We need motivated individuals to help support us with implementing our vision and focus for the future.

The role of the Trustee is to ensure that the organisation complies with its governing document in addition to any relevant legislation and regulations. Trustees need to contribute actively to the role in giving strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets. These roles are independent which means that candidates must not hold – or have recently held – senior positions within AMURT UK.

The ideal candidates will have innovative ideas and be able to think creatively. An understanding of the voluntary sector and previous experience as a charity volunteer or Trustee are both desirable but not essential.

Trustees have independent control over, and legal responsibility for, a charity's management and administration. A full summary is provided on the next page. We seek individuals with expertise in one or more of the following:

- **Income Generation** - (public, trusts and foundations or corporate) Fundraising is a priority area for us and support in identifying and accessing funds
- **Public health** – specifically in relation to a healthy eating agenda
- **Education** – specifically with experience of healthy eating, food growing and/or sustainability with NHS commissioning experience would be a welcome bonus
- **Finance and Accounting** – ideally also social investment
- **Networking** - Well-connected and willing to facilitate introductions to develop and strengthen our partnerships and relationships with influential people and organisations, including using your personal and professional network to raise the profile of the charity and to enable it to become financially sustainable
- **Communications, Marketing and Social Media** - to share the successes and message of Made in Hackney and to expand our audience and supporters.

### Time Commitment.

- Attend a one day training for new trustees – this will most likely be a week day
- Attending four Board meetings per year held in the evening
- Make some local visits across different programme delivery sites in London (eg. kitchens)
- Be able to commit 4-10 hours a month proactive help in addition to attending meetings.

We also hope to organise a one day Trustee away day.

## Trustee of Made in Hackney - Duties

- Ensuring that the organisation pursues its stated vision and mission (purposes), as defined in its governing document, by developing and agreeing a long-term strategy/business plan
- Ensuring that the organisation complies with its governing document (i.e. its trust deed, constitution or memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- Ensuring that the organisation applies its resources exclusively in pursuance of its charitable aims (ie the charity must not spend money on activities that are not included in its own aims, however worthwhile or charitable those activities are) for the benefit of the public
- Ensuring that the organisation defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the organisation
- Ensuring the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- Ensuring the financial stability of the organisation.
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the lead Project Manager (if the charity employs staff)

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 scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

### Person specification

- A commitment to the mission and vision of Made in Hackney
- A willingness to devote the necessary time and effort to the trustee role
- 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

### Benefits

- A career development opportunity – a chance to help shape the future direction and growth of an ethical food enterprise and develop valuable skills in the sector
- A meaningful way of giving back and ensuring the success of a dynamic small charity working to address spiralling health and environmental crisis
- Gain valuable insight into the internal operations of a dynamic community food project
- Networking opportunities with other influential trustees

These roles are not remunerated but reasonable expenses will be reimbursed (e.g. travel).

**To apply** please send a CV and Cover Letter to [sarah@madeinhackey.org](mailto:sarah@madeinhackey.org) . You will be invited for an informal interview to discuss the role in more detail.