



## **Appointment of Trustees to the Whitlingham Charitable Trust**

### **Role Description**

#### **Trustee Role and Responsibilities**

As a Trustee, you must:

- always act in the best interests of the charity – you must not let your personal interests, views or prejudices affect your conduct as a trustee
- act reasonably and responsibly in all matters relating to your charity – act with as much care as if you were dealing with your own affairs, taking advice if you need it
- only use your charity's income and property for the purposes set out in its governing document
- make decisions in line with good practice and the rules set by your charity's governing document, including excluding any trustee who has a conflict of interest from discussions or decision-making on the matter

#### **Skills and Experience**

The desirable skills and experience required are:

- **Marketing**

Any successful candidate must be able to work in a team and operate at Board level.

#### **Term of office**

- Trustees shall be appointed by the Broads Authority for not less than one year and not more than three years.
- A Trustee appointed by the Broads Authority may resign by giving notice in writing.
- With the agreement of the Trust, the Broads Authority shall terminate the appointment of the Trustee in the event that they failed to abide by the governance of the Trust.

#### **Duty to report to the Broads Authority**

Trustees appointed by the Authority will report significant issues to the Authority, if and when they arise, when it is in the best interest of the Trust.