



Board Member Role Description & Person Specification

Role Title:	Director and Trustee of Rural Action Derbyshire (Company Limited by Guarantee, Company No: 3320404) (Registered Charity No: 1061531)
Accountable to:	RAD Stakeholders, Companies House and the Charity Commission
Term of Office	12 months

MAIN FUNCTIONS

The Board has ultimate responsibility for the organisation and all its activities. Each Member of the Board shares in this responsibility and with other members of the Board must;

1. Ensure the organisation complies with; the RAD Memorandum and Articles of Association, Charity law, Company law, and any other relevant legislation or regulations.
2. Ensure the organisation pursues its object as defined in the RAD Memorandum and Articles of Association and uses its resources exclusively for this purpose.
3. Contribute to the setting of the strategic direction of RAD, setting targets, setting overall policy, defining goals, and evaluating performance against agreed targets.
4. Safeguard the reputation and values of RAD and to actively promote the work of RAD.
5. Ensure the effective administration of RAD and its assets and resources to ensure the financial stability of the organisation.
6. To appoint and monitor the performance of the RAD Chief Officer.

MAIN DUTIES

In addition to the above statutory functions each trustee should use their specific skills, knowledge or experience to help the board of trustees reach sound decisions. This will involve:

7. Regular attendance at meetings (min of 4 pa.).
8. Scrutiny of board papers.
9. Commitment to work within the RAD trustee code of conduct and Board Terms of Reference.
10. Contributing actively to debate on the matters before the Board.
11. Offering advice and expertise within the context of the Board meeting.
12. Constructive participation in a context of consensus decision making.
13. Occasional participation in additional activities (tours of communities, special working groups, recruitment interviews, training sessions, etc).
14. Keeping abreast of developments in rural communities and other related matters.

15. Offering relevant news and intelligence from other forums.
16. Behaving with the highest standards of probity and propriety where RAD business is concerned.
17. Willingness to attend occasional training courses.
18. To report conflicts of interest to the Company Secretary at the beginning of each Board Meeting.
19. To complete the Register of Interests.

Person Specification

Experience of identifying and implementing organisational strategic aims at a senior level.

A commitment to collective working and the ability to respect views that differ from your own.

An understanding of the issues faced by Derbyshire's rural communities.

An understanding of the social, economic, political and geographical operating context of RAD.