

Trustee Role Description

About

The Unite Foundation is a charity that runs a nationwide scholarship scheme, supporting estranged and care experienced students with the provision of a rent-free home at university.

Our mission is to ensure estranged and care experienced students have a safe and secure home at university, enabling them to make the most of their time there and complete their degree.

Our vision is that that rent-free accommodation for estranged and care experienced students is provided as standard support across all UK universities.

Role

The duties of a trustee are as follows:

- + Ensuring that the Unite Foundation pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- + Ensuring that the Unite Foundation complies with its governing document (ie its trust deed, constitution or memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- + Ensuring that the Unite Foundation applies its resources exclusively in pursuance of its charitable objects (ie the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- + Ensuring that the Unite Foundation defines its goals and evaluates performance against agreed targets
- + Safeguarding the good name and principles of the Unite Foundation
- + Ensuring the effective and efficient administration of the Unite Foundation, including having appropriate policies and procedures in place
- + Ensuring the financial stability of the Unite Foundation
- + Protecting and managing the assets of the Unite Foundation and ensuring the proper investment of funds

- + Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive

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 Unite Foundation and its purpose
- + A willingness to devote the necessary time and effort
- + 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
- + A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.