



## 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 skills and experience required are:

- **Conservation** including hydrology, woodland management, and wildlife
- **Education**
- **Fundraising** with a depth of knowledge of accessing funds
- **Tourism and recreation**
- **Management of leisure facilities**
- **Governance and charity finance**

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.