

**TRUSTEE ROLE SPECIFICATION**

Inspired by the leadership of 20th century polar explorer Sir Ernest Shackleton, [The Shackleton Foundation](http://shackletonfoundation.org/) provides seed funding to social entrepreneurs wishing to make a difference to the lives of disadvantaged young people in the UK. Our charitable objectives are:

* To provide financial support to people of any age, background and nationality who exemplify the spirit and leadership qualities of Sir Ernest Shackleton, and whose conscious and deliberate efforts will improve the lives of disadvantaged and socially marginalised young people in the UK.
* To commemorate the life and achievements of Sir Ernest Shackleton by such means as the Directors will determine.
* To advance the education of the public in any recognised academic discipline that touches upon the life and achievements of Sir Ernest Shackleton, including but not limited to leadership, history, geography, geology, photography and climatology.
* To advance such other lawful charitable purposes as the Directors shall in their absolute discretion determine.

We seek Trustees who share our vision for a society where young people can thrive and flourish, who can proactively contribute to that vision and help us reach our objectives (as above). We look for Trustees from a wide range of backgrounds but especially people with real experience and knowledge of the kind of organisations our Leaders run, ie, social enterprises or innovative/agile organisations. This is an exciting opportunity to share your talents and expertise and make a positive difference.

|  |  |
| --- | --- |
| Remuneration | The role of Trustee is not accompanied by any financial remuneration |
| Location | Zoom and Central London |
| Time commitment | 8 meetings per year (majority on zoom), plus 1-2 other events, and some additional time between meetings. We estimate 2-3 hours per month in total |
| Reporting to | Board of Trustees  |

**Role**

* To act as a Trustee of the Shackleton Foundation, to understand and participate in promoting the Charitable Aims and Objectives and to abide by the Charity’s governing body and the law.
* To be responsible for complying with the requirements of the Companies Act with respect to managing and approving accounting records and authorising financial statements at the end of each financial year.
* To support and contribute to organisational and strategic development in the Foundation’s best interest.
* To carefully consider each application for a grant meeting the Foundation’s own criteria for supporting disadvantaged youth based in the UK.
* When making grants to be mindful to ensure that there is a public benefit component.
* To identify and support fundraising activities with the aim for the Foundation to raise £100,000 per year.
* To contribute towards recruiting new Trustees as appropriate.
* Leader support and engagement as required.

**Commitment**

* To attend and contribute to quarterly board meetings, undertaking agreed key tasks between meetings where relevant and appropriate.
* To attend and contribute to quarterly candidate pitch meetings per year. These take place in the evening (online) and last for approximately 2 hours. Trustees are expected to attend all meetings unless there are exceptional circumstances that prevent such attendance.
* All Trustees are responsible for reviewing candidate applications prior to the pitch meeting, generally taking around 3-4 hours each quarter.
* There may be additional events each year, such as the Leaders Forum, Advice Surgery or a Fundraising event, which trustees are also expected to attend.
* To input to the Foundation’s strategy, fundraising activities and taking individual responsibility for key tasks with reasonable care and skill.
* Three year term (renewable).