



Yorkshire
Wildlife Trust

August 2020

Yorkshire Wildlife Trust

Trustee Pack



ywt.org.uk

Love Yorkshire, Love Wildlife

Yorkshire Wildlife Trust Trustee Brief

Help us achieve our vision of a Yorkshire rich in wildlife for everyone

Our Trustees have a key leadership role at Yorkshire Wildlife Trust, setting the direction of the organisation and helping us to achieve our goals of creating wildlife-rich places and wildlife-rich lives.

Becoming a Trustee means taking on a voluntary role to support and guide a charitable organisation to achieve agreed vision and goals. Trustees are responsible for the overall governance of a charity.

Yorkshire Wildlife Trust's Trustees set our strategic direction and provide guidance, support and challenge to the Senior Leadership Team. They are passionate ambassadors for the charity's work, influencing key partners and helping to secure funding. Trustees also contribute through their own professional expertise and background as collegiate members of the team, to ensure the charity is positioned to deliver its strategic priorities. Our Trustees bring strategic vision, independent judgement and a willingness to commit to leading the Trust through challenges and opportunities.

Our Board and Senior Leadership Team (the Trustees and management) are a team – a partnership, with mutual trust and respect – that work together with the shared purpose of achieving the Trust's vision and mission.

Though the board delegates authority to the Senior Leadership Team, it remains legally responsible for the charity. Trustees are jointly and severally responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines. This responsibility extends to the charity's culture as well as its performance.

We have a lot of work to do to restore the abundance of nature in Yorkshire and being a Trustee can feel demanding at times, but it is deeply rewarding and you will be part of a friendly and energetic team.

Time Commitment

Trustees should expect to devote at least 5 hours per month to Trust affairs. This time will be spent preparing for and attending meetings of the Board and one or more Board Committees, as well as volunteering time to help develop the Trust's work and attend other occasional meetings and events. There are currently twelve Trustees, with several serving as Honorary Officers (Chair, Treasurer and Company Secretary and Deputies) which require more time commitment but are supported. Under normal circumstances, the Board meets four times a year, usually on weekday afternoons in different locations across Yorkshire, and committees are held during office hours usually at the Trust headquarters in York. However, at the moment due to current circumstances meetings are being held online for the foreseeable future. There is an expectation to attend 75% of Board meetings and the AGM.

Term of Office

Trustees are appointed in a voluntary capacity for a four-year term. Trustees can be reappointed for further four-year terms (most will complete two terms). We provide an induction and opportunities for training and personal development.

For more information about our current Trustees please visit www.ywt.org.uk/about-us/charity-information/trustees.

Yorkshire Wildlife Trustees should:

- develop real commitment;
- get to know and understand the charity's purpose and mission;
- give counsel (when needed) and support the Chief Executive;
- advise the Chief Executive about advantageous partnerships and contacts that might be able to provide support – financial or otherwise;
- be willing to help with events that might further or support the work of the trust;
- be willing and able to communicate the work of the charity to the community, friends and business contacts.

What's in it for you:

- the knowledge that you're making a real and lasting difference to some of the most amazing green and blue spaces in the country;
- working with a group of like-minded, enthusiastic people;
- training and mentoring opportunities;
- all expenses covered;
- amazing insight into the work of an organisation working at the cutting edge of nature conservation and working alongside experts in their field.

The Charity Commission's Six Essential Duties of a Trustee:

- To ensure your charity is carrying out its purposes for the public benefit
- To comply with your charity's governing document and the law
- To act in your charity's best interests
- To manage your charity's resources responsibly
- To act with reasonable care and skill
- To ensure your charity is accountable.

About Us

Yorkshire Wildlife Trust is one of Yorkshire's largest and oldest charities, conceived through the purchase and management of Askham Bog nature reserve in York in 1946. It is one of 46 Wildlife Trusts throughout England, Scotland, Ireland and Wales that collectively form The Wildlife Trusts. Together, we are the UK's largest organisation working solely for nature.

Today, Yorkshire Wildlife Trust employ more than 150 staff, works alongside over 800 volunteers and 50 trainees, and is supported by over 44,000 members. We manage over 100 nature reserves covering just over 3,000 ha of land and work with many other land managers to improve spaces for wildlife (over 6,000 ha last year). The Trust involves and inspires people in nature conservation through our reserves, events, education community outreach. We also communicate and advocate for nature across all of Yorkshire, for example by commenting on selected planning applications.

Yorkshire Wildlife Trust's mission is for a Yorkshire rich in wildlife for the benefit of everyone, with more wildlife, more wild places and more people having a strong connection to nature. Yorkshire needs a recovery of wildlife on land and sea. This will be achieved by creating, protecting and, where possible, connecting wildlife-rich landscapes and seas (Living Landscapes and Living Seas) in a society where nature matters.

Living Landscapes where:

- wildlife is abundant and thriving in our towns and cities, and across our rural landscapes – from mountain top to seashore
- whole landscapes and ecosystems have been restored to provide a resilient foundation for the lives of wildlife and people, for generations to come
- wildlife can move freely across the land and along its watercourses, adapting to a changing climate
- natural habitats and soils accumulate and store water and carbon – helping to slow down climate change and to reduce the risk of droughts and floods
- people are inspired by wildlife and value it for the many ways in which it supports our health, wellbeing and quality of life.

Living Seas where:

- marine wildlife is abundant and thriving, from the depths of the ocean to the coastal shallows
- wildlife and habitats have recovered from past declines as our use of the sea's resources has come back into balance, with their ability to renew themselves year after year to become environmentally sustainable
- the natural environment is adapting well to a changing climate
- ocean processes are helping to slow down climate change
- people are inspired by marine wildlife and value the sea for the many ways in which it supports our quality of life.

A Society Where Nature Matters... in which it is normal for people to:

- have a strong personal connection with wildlife and wild places where they live and work
- benefit from a healthy natural environment and personal engagement with it – including better health, wellbeing and prosperity
- understand and value a healthy, wildlife-rich natural environment, and reflect this in their attitudes and behaviours
- take action for wildlife and wild places, to bring about nature's recovery on land and at sea – starting close to home.

Role Description

Role	Trustee
Team	Board of Trustees
Salary	Voluntary (unpaid)
Time Commitment	Around 5 hours per month (plus voluntary project work)
Working Base	Yorkshire
Responsible to	Board of Trustees
Responsible for	The strategic direction of the charity
Overall Purpose of Role	To provide governance and strategic leadership for the Trust, ensuring that the Trust pursues its charitable purposes and provides public benefit
Main Responsibilities	<ul style="list-style-type: none">■ govern the Trust and provide direction and strategic leadership for it;■ ensure the Trust’s funds and assets are safeguarded and correctly applied;■ ensure the Trust acts in accordance with its memorandum and articles;■ monitor risks and the risk control measures in place;■ ensure the financial stability and solvency of the Trust;■ ensure compliance with charity law and other applicable legal requirements;■ protect, manage and correctly apply the Trust’s funds and assets;■ safeguard the Trust’s reputation and standing



Role Specification

Management and Supervision:

The Board

- decides the responsibilities and duties of the Chief Executive, and monitors the performance of the Chief Executive and the Senior Leadership Team;
- approves new permanent staff positions;

Accountability and Resources:

The Board

- oversees the preparation of and approve the Annual Trustees' Report and Accounts and ensures all other public accountability requirements are met;
- approves the purchase of land and real property;

Job Impact

The Board

- has significant and wide-ranging impact both internally and externally through its approval of Trust policies and its strategic decision-making, which can significantly affect organisation-wide results, including financial stability.

Independence and Judgement

The Board

- determines strategy, in pursuit of the Trust's charitable purposes;
- approves the 5-year Strategic Plan and the Annual Plan, and monitors progress against them;
- approves policies for the Trust;

People and Contacts

Board members

- develop and maintain relationships for the Trust and successfully influence people externally at all levels;

Creativity and Innovation

Board members

- apply creative thinking to influence the development and implementation of organisational policies and strategy;



Person Specification

Role Title

Trustee

Team

Board of Trustees

Experience

Trustees bring a diverse range of skills, knowledge and experience to the Board. The Trust will be seeking to ensure the Board has a balance of skills and experience which reflect the knowledge and qualities that are set out below and in the role advert.

Competence, Knowledge & Skills:

- Ability to build and sustain relationships with key stakeholders and colleagues to achieve organisational objectives
- Good, independent judgement and strategic vision
- An ability to work effectively as a member of a team
- Ability to understand and accept the legal duties, responsibilities and liabilities of trusteeship and the respective roles of the Chair, Trustees and Chief Executive
- Dedication to impartiality and fairness and the ability to respect confidences
- Commitment to the seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- Commitment to promoting equality, diversity, inclusion and safeguarding
- Commitment to the organisation and a willingness to devote the necessary time and effort
- A willingness to bring a diverse range of perspectives to the table.
- Willingness to be available to staff for advice and enquiries on an ad hoc basis

Personal Qualities:

Trustees are expected to:

- Act in the best interests of the Trust
- Exercise due care and attention and use reasonable skill in dealing with the Trust's affairs
- Apply personal skills, knowledge and experience to help the work of the board and assist in decision-making by the trustees
- Declare potential conflicts of interest
- Attend board meetings and play an active part in discussions and decisions
- Serve on board committees and working groups as required
- Have a strong empathy with our vision to make a Yorkshire rich in wildlife for everyone

Above all applicants should show enthusiasm and commitment to work with a team of others for the benefit of the Trust and its objectives.

If you feel you have the **skills** we are looking for, as well as the **drive** and **commitment** to make a real contribution to our charity, the work it does to **inspire, engage** and **protect** Yorkshire's wildlife and are aged over 18 we would love to hear from you.

How to Apply

To apply, please send a CV (no more than three A4 pages with two referees included) and a covering letter which should include a personal statement of a maximum of 250 words, detailing how you meet the areas of expertise, and the skills you are able to offer and/or why you would like to become a trustee to Cathy Egan at hr@ywt.org.uk. To arrange an informal conversation with either the Chief Executive or one of the trustees, please contact Cathy Egan at hr@ywt.org.uk.



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Yorkshire Wildlife Trust is registered in England no. 409650 and is a registered charity no. 210807