

## **Cedarwood Trust – Trustee recruitment – Autumn 2024**

### **The role and qualities of a Cedarwood Trustee**

#### **Requirements for a charity trustee**

The Charity Commission sets out the general requirements for a Trustee at <https://www.gov.uk/guidance/charity-trustee-whats-involved> including principles of governance, legal responsibilities, and eligibility. A summary of the role is:

*Trustees' main duties:* you must ensure your charity is carrying out its purposes for the public benefit; comply with your charity's governing document and the law; act in your charity's best interests; manage your charity's resources responsibly; act with reasonable care and skill; ensure your charity is accountable.

*Making decisions as a Trustee:* you must act within your powers; act in good faith, and only in the interests of your charity; make sure you are sufficiently informed, taking any advice you need; take account of all relevant factors you are aware of; ignore any irrelevant factors; deal with conflicts of interest and loyalty; make decisions that are within the range of decisions that a reasonable trustee body could make in the circumstances.

#### **Contributing to the Cedarwood Trust**

Cedarwood was established in 1980 to serve the needs of the people of the Meadow Well estate in North Shields. Funding was originally by the Church of England, but in recent years has come from a blend of local and regional government, charitable trusts and individual support. Total income in 2023 was around £700k. We currently have nine staff and a team of volunteers, and open Monday to Friday, with a range of opportunities, activities, services and facilities, and a social and catering area. We have also had a training role, with courses in catering and in care across the region, though that is currently paused. We continue to offer food to local people through delivered meals, a bistro, and the Nourish Store. We have always had a strong pastoral role, caring for the many and varied needs of local people.

The Board of Trustees currently has six members, and we seek several more to increase our range of expertise. We'd particularly value one or two trustees with lived-experience of poverty.

Our aims are to help individuals and the local economy to develop as well as offering practical and personal support. Your past experience might come from the commercial, state or voluntary sectors. We welcome applicants with expertise in enterprise, management, finance, human resources, or training, as well as those with varied life experiences

#### **Qualities that will help Cedarwood**

In addition to the qualities required of a charity Trustee and legal eligibility (as above) we are also looking for the following qualities and experience:

##### *Essential qualities*

- A commitment to the Objects and ethos of Cedarwood.
- An understanding of social justice and poverty.
- Sensitivity to the needs and perspectives of the people of North Tyneside and the wider area.
- An inclusive approach in dealing with people.
- A willingness to work as a team with the Trustees, staff, volunteers and clients of Cedarwood.
- An understanding of, and commitment to, the role of a charity trustee.
- Ability to commit time and attention to the work of a trustee, including availability for our regular bi-monthly Board meetings (usually the final Wednesday of the month 4.30-6.30pm) and occasional additional meetings.

*Additional qualities that could help support the work of the Trustees*

- Lived experience of poverty
- Commercial/enterprise experience, strategic planning, etc.
- Experience of governance in the charity or non-profit sector.
- Skills and experience in one or more of the areas: community services, social enterprise, finance, law, management, human resources, education, support and advice, health, etc.
- Willingness to take an interest in a specific area of Cedarwood's activities.

**Interviews**

There is no fixed closing date – we would like to hear from you at any time if you have a real interest in this work. Interviews will be arranged this Autumn.

Please contact [louise@cedarwoodtrust.com](mailto:louise@cedarwoodtrust.com) for an Application Form.

For an informal discussion, please contact:

CEO Wayne Dobson at [wayne@cedarwoodtrust.com](mailto:wayne@cedarwoodtrust.com) or on 0191-259-0245. or

Chair John Appleby at [john.appleby@cedarwoodtrust.com](mailto:john.appleby@cedarwoodtrust.com) or on 0774-273-1766

**Note on Applicant checks**

As well as the legal requirements and declaration for new Trustees, please note that new Trustees will need to complete a DBS check, and also undertake training in Safeguarding and in Prevent shortly after appointment. We will also require a clear statement of any potential conflicts of interest that might affect the Trustee role.