



Could you be a trustee for Getting on Board?

Thank you for your interest in becoming a trustee at Getting on Board. We are excited to have your interest in playing a key role in our mission to change the face of trusteeship!



More about Getting on Board

Getting on Board is a national charity (number 1112013) which supports individuals to join charity boards, helps charities to recruit trustees effectively and supports trustees to have impact in their roles. We work with thousands of potential trustees, charities and employers. We have a particular focus on trustee diversity, aiming to support more women, younger people, people of colour and people from other under-represented groups to join charity boards.

There are an estimated 100,000 vacancies for charity trustees in the UK and three quarters of charities say that they struggle to recruit board members. Once in role, many current trustees are isolated and unsupported. Without effective trustees, charities cannot thrive.

We help charities in their mission to become more representative of the communities they serve by recruiting and retaining trustees from a diversity of backgrounds and lived experiences. This is fundamental because charities need access to the broadest possible talent pool to function at the highest level.

We train nearly 10,000 people a year, with thousands more people reading our free guides. You would be joining Getting on Board at an exciting time in our development. We have experienced growth and are putting in place the operational infrastructure to ensure that the charity is sustainable and well positioned to take advantage of the wealth of opportunities we have to support a wider range of people to become trustees.

New trustees will play a key role in ensuring that we continue to grow our impact, whilst maintaining the high standards and quality of our campaigns, guidance and training.

We have a core team of two, and a pool of freelancers who deliver our training and support other strategic initiatives. We are lucky enough to have a wide range of partners



and supporters who believe in Getting on Board's mission and work with us to amplify our campaigns and increase our reach.

Please read more about Getting on Board on our website at: www.gettingonboard.org.

Trustee responsibilities and role description

You can read about the role of trustees on the Charity Commission's website:

<https://www.gov.uk/guidance/charity-trustee-whats-involved>

You can read about Getting on Board's current trustees here:

<https://www.gettingonboard.org/the-board-members>

Our trustees play a vital role in making sure that Getting on Board achieves its core purpose. They oversee the overall management and administration of the charity. They also ensure that Getting on Board has a clear strategy and that our work and goals are in line with our vision. Just as importantly, they support and challenge the executive team to enable Getting on Board to grow and thrive, and through this, to change the face of trusteeship.

Board members have a collective responsibility. This means that trustees always act as a group and not as individuals.

Trustees:

- Support and provide advice on Getting on Board's purpose, vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Oversee Getting on Board's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Getting on Board's financial statements.
- Provide support and challenge to Getting on Board's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in Getting on Board's operating environment.
- Contribute to regular reviews of Getting on Board's own governance.
- Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Getting on Board's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of Getting on Board's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

As a small charity, there will be times when the trustees will need to be actively involved beyond board meetings. This may involve leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.



What we are looking for from our new trustees

We want to appoint up to four new trustees. Our new trustees will have the following skills, knowledge or experience (we don't expect to find all these skills in one person):

1. Finance to bolster our ability to scrutinise, manage, report and make effective decisions based on our financial situation.
2. Strategic marketing & communications to help us build our reach and amplify our impact with potential trustees, serving trustees, employers and charities.
3. Campaigning & Advocacy to help us influence more rapid change. We're impatient to see more diverse and effective boards and we want to harness the goodwill that exists towards Getting on Board to induce systemic change. Experience of building networks, communities and movements would be extremely valuable.
4. Commercial experience as we are growing faster than ever before. People with experience of growing small businesses, charities or social enterprises, and who have both an entrepreneurial outlook yet understand the risks associated with growth would be extremely helpful.

It is not necessary to have previous board/trustee experience as support and training is provided.

At Getting on Board, we believe that diversity and inclusion are integral to the charity and the work we do. We are committed to creating a culture where everyone can thrive as trustees, regardless of their background, identity, or perspective. Our communities are made of a multitude of characteristics and identities which we strive to embrace and celebrate. We are looking for candidates who share our values and can help us realise our mission.

Following an audit of our board, we are particularly keen to hear from younger applicants, people of colour, disabled people, LGBTQIA+ people and people based outside SE England.

What we look for from all of our trustees

As well as looking at how your skills, experience and knowledge can support Getting on Board's mission, we will also be looking for the following qualities which we ask for from all of our trustees:

- a commitment to the mission of Getting on Board;
- an ability to meet the time requirement;
- integrity;
- strategic vision;
- good, independent judgement;
- an ability to think creatively;
- a willingness to speak your mind and an ability to respect other people's opinions;
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship (we can provide training on this);
- an ability to work effectively as a member of a team and to take decisions for the good of Getting on Board.



What you will gain from being a trustee at Getting on Board

- Make a significant difference to charity board effectiveness and diversity, and therefore to the strength and resilience of the country's charities.
- Use your existing skills, knowledge and networks to support Getting on Board, while developing new skills, knowledge and networks.
- Work alongside committed trustees striving to grow the charity's impact.
- Gain valuable strategic experience in making critical decisions that will support the growth and development of a high-profile charity.
- Feel great by giving back!
- Training in any areas where you feel you have development needs (we believe that all trustees should be lifelong learners).
- Out-of-pocket expenses. Please note that this is a voluntary position.

Time commitment

Trustees give around 8 hours/month. Face-to-face meetings are four times a year, at rotating locations depending on the location of trustees. We are an active board navigating a critical period of growth and therefore expect trustees to be enthusiastic and committed to supporting our strategic development through virtual sub-committees, networking and supporting the CEO.

The roles are unpaid, but we will pay reasonable travel expenses.

Trustees are appointed for a maximum of two three-year terms. Renewal of terms is not a given and will be driven by organisational needs. So that our four new trustees don't retire simultaneously, we intend to appoint two trustees for two years and two for three years.

Application process

1. Send any questions to Penny Wilson, penny@gettingonboard.org.
2. If you wish, attend or watch a recording of our online information session at 12.30-1pm on 11th January 2024. Please email recruitment@gettingonboard.org to receive further information.
3. To apply, please send your CV plus a cover letter (or a video if you prefer) telling us why you are interested in applying and what you would bring to Getting on Board in the relevant skill area(s) outlined above, to recruitment@gettingonboard.org by 9am on Monday 22nd January 2024.
4. Please also complete this anonymous diversity monitoring form [here](#).
5. Two interviews with current trustees (online): first interviews 5th or 7th February, second interviews 26th or 27th February.
6. Appointment is subject to approval by Getting on Board's trustees.
7. Trustees designate will be invited to attend the board meeting on 7th March 2024, 5-7pm in London.

If you are unable to make any of these dates, please don't let that stop you applying. Tell us in your application and, if you are shortlisted, we will make alternative arrangements.

Thank you for your interest in Getting on Board.