



Role of Trustee

Role Description

The Golf Foundation is a leading golf charity. We are a successful brand with a strong track record of delivery, backed by key organisations in the game such as The R&A and Professional Golfers' Association, and supported by external organisations in the form of Sport England and HSBC. We have a strong Board of Trustees and a passionate workforce, committed to the cause of creating life changing opportunities for young people using the power of golf.

We believe that the game should be made accessible to all young people to enjoy, irrespective of their gender, ethnicity, background or ability.

Board of Trustees

The Golf Foundation Board is seeking to appoint an enthusiastic and forward thinking Trustee. Following a skills evaluation, we are keen to balance our composition and skills, and welcome applications from candidates who are able to demonstrate a strong track record and relevant experience particularly around digital marketing but also in any of the following areas: working with young people in the community, fundraising or impact measurement.

The Board consists of the Chair and 11 Trustees, the majority of whom are independent. The Chief Executive and Senior Management Team also attend Board meetings.

As an independent Trustee appointed by the Board you would serve an initial three-year term. Those appointed may have the opportunity to stand for two further terms.

The Golf Foundation Board currently meets five times a year in London (or currently via video conferencing due to the Covid-19 pandemic) and the total time commitment including these meetings is estimated to be between 10 and 15 days. This role is on a voluntary basis, with travel expenses paid.

The Role of the Board

The role of the Board is to supervise the management of the charity's activities and to discharge the responsibilities of the Trustees as laid out by the Charities Commission:

- Ensuring that the organisation pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- Ensuring that the organisation complies with its governing document (ie its trust deed, constitution or memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- Ensuring that the organisation applies its resources exclusively in pursuance of its charitable objects (ie the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensuring that the organisation defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the organisation
- Ensuring the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- Ensuring the financial stability of the organisation
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive (if the charity employs staff)

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

Person specification

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Application

The Golf Foundation actively promotes diversity in its workforce and welcomes applications from all sections of the community. In line with our Equality, Inclusion and Diversity Action Plan we are keen to achieve a more diverse Board and especially welcome applications from under-represented groups, particularly people from ethnic minorities and people with disabilities. If you would like to join the Board and feel you have the relevant skills and experience, please send your CV and covering letter to the Chief Executive: brendon@golf-foundation.org

Applications must reach the Golf Foundation by the 30th October 2020.

The Golf Foundation is committed to equality of opportunity.

Biographies of the current Golf Foundation Board of Trustees can be found here:

<https://www.golf-foundation.org/about-us/board-of-trustees/>

