

# Trustee

## Job Description

<b>Position Type:</b>	Voluntary
<b>Location:</b>	Across all Trust schools

### Overview

Trustees are volunteers who provide strategic leadership and oversight for the Trust, supporting its mission to deliver high-quality education for pupils aged 4-18 in Thatcham, West Berkshire. The Board works collaboratively to set direction, monitor performance, and ensure the Trust operates effectively and in the best interests of its pupils.

### Purpose of the Role

As a Trustee, you will:

- ❖ Help shape the Trust's vision and strategic direction
- ❖ Hold leaders to account for educational and financial performance
- ❖ Ensure effective governance, compliance, and stakeholder engagement

### Key Responsibilities

Trustees work collectively to:

- ❖ Set and review the Trust's strategic aims and objectives
- ❖ Monitor educational performance and outcomes across the Trust
- ❖ Ensure sound financial oversight, including approving and monitoring budgets
- ❖ Oversee risk management, safeguarding, and statutory compliance
- ❖ Appoint, support and challenge the CEO/Executive Head
- ❖ Engage with stakeholders, including staff, pupils, and the wider community
- ❖ Work constructively with fellow trustees and local governance structures

### Skills and Experience

Essential:

- ❖ Strategic thinking and good judgement
- ❖ Ability to listen, question, and challenge constructively
- ❖ Strong communication and teamwork skills
- ❖ Analytical and problem-solving ability
- ❖ Commitment to improving outcomes for children and young people

Desirable:

- ❖ Experience in areas such as education, finance, HR, legal, or risk
- ❖ Leadership or management experience
- ❖ Confidence in working with data

What you'll gain:

- ❖ Experience in areas such as education, finance, HR, legal, or risk
- ❖ Experience of working at board level
- ❖ Development of strategic leadership and governance skills
- ❖ Insight into education and the academy sector
- ❖ Experience supporting and challenging senior leaders
- ❖ Opportunities to develop skills in areas such as finance, HR, and data analysis

Time Commitment:

- 🕒 Six full board meetings per year
- 🕒 Opportunity to join a committee or take on a link role
- 🕒 Preparation time for meetings (reading papers, preparing questions)
- 🕒 Occasional school visits
- 🕒 Term of office: 4 years

Support and Development:

No prior experience as a Trustee is required. You will receive:

- 🕒 A structured induction
- 🕒 Ongoing training and development opportunities
- 🕒 Support from the Chair, fellow trustees, and governance professionals

**Additional Information**

Trustees are both charity trustees and company directors and are required to fulfil the associated legal duties.