

Trustee, Citizens Advice Richmond

We are an active Board committed to helping shape the future of Citizens Advice Richmond. Our Board is seeking new members who can contribute ideas and expertise to help define the direction of the organisation and support our staff and volunteers in the way it is run.

This is a fantastic opportunity to contribute your ideas, skills and experience at a time when our services have never been more needed. We encourage applicants who are from underrepresented groups with protected characteristics, as we value having a diverse pool of applicants to find the best candidate.

Background

Citizens Advice Richmond is a well-established, independent local charity providing information and advice to anyone who lives, works or studies in Richmond borough. Our service is free, confidential and impartial. We empower people to resolve their problems and change their lives for the better. We operate as a parent of the National network of Citizens Advice which has 270 offices around the country.

We currently have opportunities available to join our Trustee Board, which is responsible for governance of the organisation. We are particularly looking for individuals with experience or an interest in the following areas:

- Income generation for small charities
- Campaigning and Social Policy
- Premises/facilities management

The expected time commitment is 6 to 8 hours per month with attendance expected at board meetings every two months; these have been held by videoconference, but we are now reverting to face-to-face. Trustees are also expected to lead on one or more aspects of governance, either individually or as part of a small sub-group.

The selection process will involve informal discussions with candidates followed by a more formal interview.

In addition to any specialist expertise, each individual member of our Board is expected to offer:

- Commitment and availability to attend Board meetings
- Effective communication skills and willingness to participate actively in discussions
- Willingness to gain knowledge of local needs and resources
- Commitment to the aims, principles and policies of the Citizens Advice service, including those relating to equal opportunities, independence, and research and campaigns
- Willingness and ability to act in the best interests of the bureau
- Ability to understand and accept their responsibilities and liabilities as trustees and employers
- Willingness to participate in democratic process which develops CAR policies by area and nationally

- Numeracy to the extent required to understand CAR accounts with the support of a treasurer
- Willingness and ability to learn, and to develop and examine their own attitudes
- Ability to think creatively and strategically, and exercise good, independent judgement
- Ability to work effectively as a member of a team.

What's in it for you?

You will work as a member of an enthusiastic Trustee Board comprising professionals from a number of fields. As well as developing experience of the voluntary sector and in information and advice-giving, you will be able to support and mentor our Chief Executive and other team specific issues. You'll have access to training opportunities through central Citizens Advice and you can help to make a real difference in your community.