

Friends of the Earth Charitable Trust

Recruitment of additional Trustees

Information Pack 2021

## **Applying to be a Trustee of Friends of the Earth Charitable Trust**

Thank you for your interest in becoming a Trustee of Friends of the Earth Charitable Trust. I'm delighted to provide you with more information and to tell you how to apply.

### **About the Charitable Trust**

We are part of an international community dedicated to protecting the natural world and the wellbeing of everyone in it

Friends of the Earth Charitable Trust is a fundraising charity whose charitable objects revolve around protection of the natural environment and promotion of sustainable development for public benefit; we want to ensure that the next generation enjoy an environment that is getting better.

To deliver these charitable objects, we will support action – via grant making – that achieves long term sustainable development that can protect and enhance our environment into the future. The Charitable Trust will support organisations that understand the long-term nature of our environmental crisis, and that are acting with urgency to influence our response to that crisis today. We will enable their capacity and confidence to act by supporting:

- Core organisational resilience,
- Campaigns that address strategic environmental priorities,
- Capacity building at a local level to enable many more people to campaign on the environmental issues that matter to them,
- Projects or campaigns that have been developed and designed in a 'local to global' strategic context; and
- Innovative solutions to environmental challenges.

We believe that campaigning is normally the most effective method for achieving our charitable objects, as evidenced by the history of the Charitable Trust's work over the last five decades. Furthermore, we believe connection between local and international agendas and action is essential for delivering long term change.

We aim to develop long-term relationships with our grantees, acting as a close and constructive friend, and working in partnership with them to achieve high performance. Our monitoring and evaluation of grants will focus on the ability of individual campaigns to contribute to longer-term impact in line with our charitable objects.

Our fundraising is delivered by Friends of the Earth limited, who have significant expertise in this area, under a Resource Sharing Agreement. Friends of the Earth limited is also our principal grantee, as an organisation with similar objects that

delivers impactful campaigns that support the delivery of our charitable objects. We will also grant funds to other organisations who support delivery of our charitable objects, and our in-year grant-making priorities. We regard our fundraising and grant-making arrangements with Friends of the Earth Limited as a 'compact' with our supporters: The Charitable Trust will safeguard the legitimate charitable nature of any donations that are granted to and spent by Friends of the Earth Limited.

We have two vacancies. We are looking in particular for members of the Board of Trustees who can demonstrate one of the following:

- Experience and knowledge of fundraising and/or supporter engagement to help the Charitable Trust provide strategic oversight and support for income generation.
- Commercial experience to help the Charitable Trust provide strategic advice on innovation.
- Experience relevant to the Charitable Trust's focus on safeguarding and well-being.

We firmly believe that we need to involve a far more diverse range of people in our movement so that we can achieve our vision of a fairer world where people and nature thrive. We firmly believe that addressing equality, diversity and inclusion helps a board to make better decisions. We therefore welcome applications from people from all backgrounds bringing a diversity of perspectives and particularly welcome applications from women, and from people from ethnic minority backgrounds.

### **How to apply**

Please email the recruitment team on [recruitment@foe.co.uk](mailto:recruitment@foe.co.uk) with your CV and a brief personal statement (500 words) on why you are interested in the role and explaining how your experience can meet our requirements. Please also complete the attached declaration of eligibility to serve as a trustee and company director at the time of application. The deadline for applications is cob 31<sup>st</sup> May 2021.

At the next stage candidates will be asked to take part in an interview with the Chair, another Trustee and the Chief Executive. Interviews will be held by videoconference on the 7<sup>th</sup> June.

### **Job description**

#### *Objective:*

- To work with other Trustees and the Co-Executive Directors to account for adherence to the Charitable Trust's charitable objects, via its actions as a fundraising body and grant making entity.

#### *Responsibilities:*

- To ensure that the Charitable Trust satisfies all regulatory and legal compliance requirements.
- To ensure that major risks to which the Charitable Trust is exposed are reviewed regularly and are appropriately mitigated.
- To ensure that internal controls and systems (both financial and non-financial) are audited and reviewed regularly.

### *Essential criteria*

- A commitment to pursuing Friends of the Earth Charitable Trust's charitable objects
- Understanding of and acceptance of the legal duties of Trustees.
- Understanding of the governance, financial and regulatory environment within which charities are operating to ensure that Friends of the Earth Charitable Trust complies at all times with its Articles of Association, charity law, company law and all other relevant legislation or regulations.
- Self-confidence, sound judgement, integrity, independence, ambition, agility, responsiveness and a sense of urgency.
- A demonstrable understanding of the dynamics and needs of fundraising charities.
- A broad understanding of charity finance issues.
- Time and availability to meet the needs of the role.

### *Desirable criteria*

- Board experience at an organisation of similar type to Friends of the Earth Charitable Trust, and/ or in a dual structure of a similar nature.
- Experience at a senior level in a substantial organization, particularly one committed to campaigning, would also be an advantage.

### **Term and time commitment**

As a Trustee we need you to:

- attend all Trustee meetings
- work on specific issues or projects from time to time as agreed
- attend informally meetings of grantees
- abide by the charity's Code of Conduct and to declare business and other interests.
- Participate in evaluation of the Board's performance and effectiveness

The Charitable Trust meetings take place quarterly. Meetings generally take place on Fridays in London and generally last around 3 hours. (Meetings are currently taking place remotely during the COVID-19 pandemic restrictions.)

In addition to attending meetings, you will need to make time to:

- read papers for meetings and prepare to comment at the meeting
- read and respond to emails from the Chair, the Trust Director, other members of the Board of Trustees and staff between meetings
- take part in discussions with staff on particular issues from time to time,
- maintain an understanding of the requirements of being a charitable Trustee and keep abreast of developments in the sector

Induction is provided following appointment. This includes meetings with senior staff to gain an overview of all the Charitable Trust's work and an induction on the duties of Trustees and specific areas of charity governance relevant to The Charitable Trust.

Trustees are appointed for an initial three year term. In accordance with the Articles of Association, each Trustee shall retire from office three years after the commencement of his or her term of office, but may be reappointed for a further three-year term. A Trustee who has served for three terms of office (nine years) may not be reappointed.

**Remuneration**

The role of Trustee is unremunerated. Reasonable expenses are reimbursed where properly incurred by Trustees whilst acting for the charity, in accordance with the expenses policy.

More information about the Trust can be found at:  
<https://friendsoftheearth.uk/about/friends-earth-charitable-trust>

Thank you once again for your interest.



**Benedict Southworth**  
Chair