

Trustee – Fundraising

Background Information, Role Description
and Person Specification



Introduction

The Honest Truth is a CIO (charity no: 1160918) and has been a registered charity since 2015. We are looking for a Trustee who will take the lead and give strategic direction to our fundraising activities who has a track record in fundraising and a passion for, and interest in, the work The Honest Truth does to reduce the number of those killed and seriously injured on UK roads.

About 'The Honest Truth'

The Honest Truth was created in response to the tragic deaths of three young people in Devon in 2009. A cross party group of Blue Light services and local authority was established and developed an award winning, impactful campaign initially provided to ADIs. We now work with almost 2000 ADIs across the UK who deliver our road safety campaigns directly to novice drivers. We also work with the military and a commercial training company who in turn deliver road safety training with The Honest Truth at the core.

Our values define our charitable approach, activities and relationships with others. These values are:

Honesty

The Honest Truth will remain true to its namesake and conduct itself with openness and transparency in everything it does.

Safety

The Honest Truth exists to protect others so will only deliver and associate itself with work that the charity is assured is safe and that helps to reduce the risk of harm.

Creativity

The Honest Truth will adopt creative approaches to road safety.

Bravery

Being different and challenging the status quo is not always popular but The Honest Truth believe it is necessary to bring about positive changes.

Integrity

The Honest Truth will always act in accordance with its values and ethics and will not compromise them.

Self Awareness

The Honest Truth values learning and improvement and considers it to be a lifetime journey.

Governance

The Honest Truth is a CIO (charity no 1160918) and is governed by a board of 9 trustees which comprise:

- Chief Superintendent Jim Nye -Chair
- Robin Barlow - Deputy Chair
- Tim Swarbrick
- Rebecca Hewitt
- Nigel Flower
- Sue Duncan
- Roger Henderson
- Neil Blackburn
- Alison Chadwick

The trustee board appoints a vice chair from among the trustees. Trustees serve for an initial term of three years and can be re-appointed for a second and term of three years.

The Charity is managed by an employed CEO – Annette Lloyd.

Duties as a trustee

- Ensure that THT complies with its governing document, charity law, company law and any other relevant legislation or regulations
- Ensure that THT pursues its objects as defined in its governing document
- Ensure THT applies its resources exclusively in pursuance of its objects and does not spend money on activities which are not included in the objects
- Contribute actively to the board of trustees by giving firm strategic direction to THT, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets
- Safeguard the good name and values of THT
- Ensure the financial stability of THT
- To serve on the Board Fundraising Sub-Committee.

This is a voluntary role and trustees receive no remuneration. Reasonable expenses can be claimed, in line with THT's expense policy, for attendance at board and other meetings and THT events necessary for the fulfilment of the trustees' duties.

Specific Responsibilities of the Fundraising Trustee

- Actively participate as a key member of the Fundraising Sub-Committee of the Board.
- Assist in securing additional funding and the diversification of funding sources.
- Assist in setting the fundraising strategy of the organisation and in setting and monitoring performance fundraising targets.
- Support specific fundraising activities with a particular focus on increasing unrestricted funding through public and corporate avenues.
- Act as an ambassador for The Honest Truth, representing the charity at key meetings and facilitating networking opportunities with potential donors, Corporations or other potential funding streams.

Person Specification

The ideal candidate will have public and corporate fundraising expertise within the charity sector. We are particularly looking for an individual with a genuine interest in road safety who will be motivated by supporting all aspects of our work. Experience as a charity trustee is desirable but not essential. You will have;

- a willingness to meet the minimum time requirement
- integrity
- strategic vision
- good, independent judgement
- ability to think creatively
- a willingness to speak your 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 and to take decisions for the good of THT.

Minimum time commitment

The treasurer is expected to attend all four trustee's board meetings each year. Three board meetings are held in locations around Exeter during office hours. A fourth, longer board meeting includes the board's annual strategic planning away day. In addition, the treasurer is expected to attend and present at THT annual general meeting in each year.

Additional time will be required for reading papers and meetings as required with the chief executive. The new trustee will receive a full induction

and should expect to allocate a minimum half a day in Exeter for this.

We estimate that the average minimum time commitment required will be one day each month.

How to apply

To apply, please send your CV and a brief covering letter, by Friday April 27th 2018, describing your suitability for the role and any potential conflicts of interest to:

Annette Lloyd, CEO The Honest Truth
annette@thehonesttruth.co.uk