

Trustee Role Description

Trusthouse Charitable Foundation is seeking to appoint up to two (2) new Trustees with an interest in supporting small charities working to improve the lives of disadvantaged people in the UK. You will be part of a team of Trustees who meet a minimum of six (6) times a year to shape the strategic direction of the Trust and make decisions on grant allocation.

1. About the Trusthouse Charitable Foundation

The Trusthouse Charitable Foundation (TCF) is a charitable trust that provides grants to small and medium sized charities in the UK. The Foundation supports local organisations with a track record of success working in communities of extreme urban deprivation and deprived rural districts. The current focus of the Major Grants programme is on Family Support, alongside a Small Grants programme focussed on Community Support.

TCF was formed in 1997 following the merger between Trust House Forte plc and Granada plc. Following the sale of shares in Granada, the new 'Trusthouse' became a registered charity in 1997. The Foundation has an endowment which has now grown to circa £90 million. The return from these investments provides the annual grants budget of approximately £2.5 million awarded to charitable organisations and projects.

TCF is managed on a day-to-day basis by a Grants Director and Grants Manager, employed by Smith Square Trading Ltd, a subsidiary of the Centre for Social Justice. Trusthouse is an independent charitable entity.

2. Board of Trustees

TCF has a board of up to 12 trustees, who meet twice a year in June and December to determine the general policy of the charity. In addition, Trustees participate actively in the Grants and/or Finance Committees, which meet four times a year. The Grants Committee acts to award grants and the Finance Committee to manage the investments which produce the annual grants budget. The present Board consists of ten (10) Trustees with a wide range of skills and interests reflected in the remit of Trusthouse grants.

3. Duties of a Trustee Board Member

- Ensure that TCF complies with charity and company law and any other relevant legislation or regulation
- Ensure that TCF pursues its objectives as defined in its governing document
- Ensure that TCF applies its resources effectively and awards grants in line with its stated funding policy
- Contribute actively to the Board of Trustees by providing strategic direction to TCF, setting overall policies, defining goals, and evaluating performance

- Ensuring the financial stability of TCF and appropriate management of its investments
- Safeguarding and enhancing the reputation of TCF

4. Time Commitment

Trustees hold six (6) meetings a year, of which two (2) are full Board meetings in June and December. The remaining four (4) Committee meetings are typically held in January, April, July and October. Trustees are expected to attend all meetings.

From time to time you may be requested to undertake assessment and/or monitoring visits to charities.

Trustee meetings are held in-person in Westminster, Central London. Committee meetings are held in a hybrid (online/in-person) format, to allow flexible access.

5. Person Specification

You will help the Foundation effectively distribute its limited resources to small charities operating in England, Scotland, Northern Ireland and Wales.

We wish to strengthen and diversify our Board and extend representation within the Foundation to ensure that the Board has insight from the range of charities and communities supported by our grants.

We welcome applications from anyone regardless of their age, disability, ethnicity, heritage, sexuality, gender and socio-economic background.

Specific Skills and Experience

TCF Trustees would like add individuals who will strengthen the Board in the following areas:

1. Direct experience and/or strong understanding of the experience of service users of Family and Community Support charities.
2. Direct experience and/or a strong understanding of the specific needs of disadvantaged urban or rural communities according to the Index of Multiple Deprivation.

6. Application Process

To apply please email grants@trushousecharitablefoundation.org.uk enclosing your CV and a letter of introduction responding to the following questions:

- Why have you applied to become a Trustee?
- How will your skills, knowledge or experience strengthen the Foundation's Board?

Please tell us about how your knowledge and experience link to the specific areas the Foundation has highlighted.

Closing date for applications: 15 March 2022

Shortlisting: Late March 2022

Interviews: April 2022

Appointment: June 2022