Charity Trustee Role

Job Title:	**Trustee** of The Green Room Foundation Charity
Location:	Windsor, Berkshire or Kingsley, Hampshire
Reporting to:	Board of Trustees
Time Commitment:	3 formal board meetings per year, several school/college visits per term and attendance at specific interest meetings.
Attendance:	Meetings can be attended in person in Windsor or online. School visits would be in person.
Pay and Expenses:	In line with The Charity Commission rules this is an unpaid role. Expenses relevant to the role are reimbursed.

WHY JOIN OUR BOARD OF TRUSTEES?

Are you interested in helping to shape the future of one of the UK's most innovative specialist education charities? Do you have expertise that would help us run our charity?

The Green Room Foundation exists to create unmissable and audacious education for children and young people who have often struggled to thrive in traditional settings. As a Trustee, you will help safeguard our mission, challenge our thinking, and support our leadership team to create lasting impact for young people, families and communities.

We have a wealth of information on our website about how we do what we do - take a moment to have a look at www.thegreenroomschool.com

VISION AND PURPOSE:

Trustees hold a vital and legal volunteer role in the governance and leadership of The Green Room Foundation Charity. Specific duties and responsibilities are outlined below and for your information up to date documentation identifying the current legal position are available on www.gov.uk.

The contextual approach to the role, working with our other Trustees, is centred around support, wise counsel and inspired leadership for the Executive Leadership Team, the individual schools' Senior Leadership Teams, our staff and other stakeholder.

MAIN DUTIES & RESPONSIBILITIES:

Your Statutory Responsibility (Charity Commission Guidance)

As a Charity Trustee you are responsible for ensuring that the charity:

- pursues its charitable purpose for public benefit
- complies with charity and company law
- acts in the best interests of beneficiaries
- safeguards its financial sustainability
- manages risk appropriately
- remains accountable and transparent
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Please note: The Green Room Foundation Ltd is a registered company and a registered charity. Our Charity Trustees can also be Company Directors but do not need to be.

Your Contribution:

- Attend 3 formal Trustee meetings each year and to become involved in sub-committees eg Finance or Recruitment and attend those meetings as needed.
- Take on specific role eg Well-Being, Safeguarding, and visit our provisions (schools/college/project). Shape the long-term strategy and future direction of the charity.
- Trustees should expect to be in our provisions several times each term to attend events, carry out meetings and checks pertinent to their specific role.
- Act as a trusted advisor to the CEO and Executive Leadership Team, offering both support and constructive challenge.
- Champion excellent governance while protecting the culture and values that make The Green Room unique.
- Bring your own professional expertise to help solve complex organisational challenges.
- Build relationships with school leaders, staff, families and partners to remain connected to the realities of the organisation.
- Act as an ambassador for the charity within your own professional network.
- Support succession planning, executive recruitment and Board development where appropriate.
- Ensure safeguarding, financial sustainability and organisational risk remain priorities.

KEY CRITERIA:

We're particularly interested in trustees with experience in:

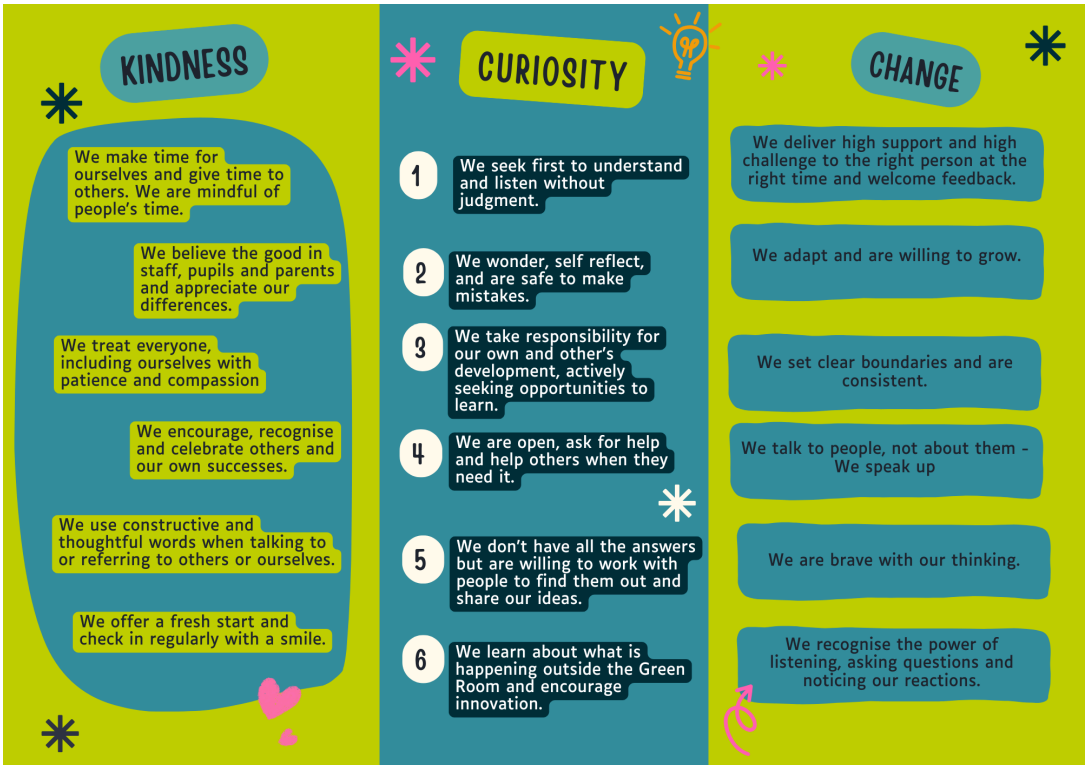
Education
Finance
Commercial leadership
Marketing and communications
Health & Safety
Estates
Legal
SEND
HR and People
Charity governance
Digital or technology
Safeguarding
Fundraising

We are looking for trustees who have personal attributes which deliver support and wise counsel to our stakeholders. Our values of Kindness, Curiosity and Change underpin the character of our trustees. They are non-judgemental, supportive, encouraging, patient and focussed; traits which we highly value.

New trustees should aim to gain a deep understanding of GRF history and the organisations' purpose and vision.

We are committed to safeguarding and promoting the welfare of children, young people and animals and expect all staff to share this commitment. This voluntary post is subject to an enhanced DBS check.

We strive to model the observable behaviours in our values (see below)



Application Process

If this sounds like something you would like to do please send your CV and a covering letter explaining why you would be a great fit for this role to recruitment@thegreenroomschool.com.