

What does a Trustee do?

As a Trustee, you will work as a member of the board and support the Leadership Team at George House Trust to deliver their plans and you'll check in on the finances, policies and ensure that we're doing what's needed to improve the lives of people living with HIV. Your role is to ask questions, explore ideas and to seek assurance, respectfully and constructively.

The Board of Trustees is responsible for ensuring that the organisation delivers its public benefit and its charitable objects, in line with the Memorandum and Articles of Association.

How much time does it take?

There are usually 4 quarterly board meetings (one every 3 months) and they are usually for 2 hours in the evening. There are papers in advance that you will be expected to read and they're usually available at least a week before the meeting.

Board meetings are aligned to the quarterly financial and delivery reporting cycle; this means that trustees can have the most up-to-date information about what's happening to inform their discussions and decision making. In addition, there are 2 Committees: (1) Finance and Fundraising Committee and (2) Governance and Risk Committee. Again, these are scheduled for 2 hours and there are usually 2 of each meeting per year. Most Trustees are on one of the Committees (however people can be on both if they choose).

There is usually at least 1 development session per year, which is usually one day at the weekend and Trustees also take an active role in Membership Meetings and the Annual General Meeting.

You'll probably do around 35 hours volunteering as a trustee each year in total, which is around 3 hours per month on average.

Are Trustees paid?

Trustees aren't paid and the role is voluntary.

Trustees can claim back travel expenses and any other costs that have been agreed with either the Chair or the Chief Executive.

Trustees have a learning and development budget allocation and you can get access to training to improve your skills and knowledge to support your development and the development of the organisation.

What are the expectations of me?

There is a Trustee Code of Conduct that all trustees must sign and agree to. It's also expected that you would prepare for meetings (reading the papers in advance). A key element of being a Trustee is that you use your skills and your voice to make things better. As a Trustee, confidentiality is key; you will be expected to uphold confidentiality at all times for the betterment of the organisation.

The whole premise of the board of George House Trust is aligned to the organisation's values and supporting people living with HIV to live healthy and confidently lives.

Can I still volunteer at George House Trust?

All trustees are volunteers so you'll still be volunteering. We recommend that trustees focus on their trustee role at George House Trust, opposed to other volunteering responsibilities and this is always managed on a case-by-case basis. If you've got a question about this, don't let it prevent you from expressing an interest, just ask.

Am I still a Member if I'm a Trustee?

As a Trustee, you'll remain a Member of George House Trust.

What happens if I have any support needs?

As with any role at George House Trust whether employed or volunteering, we have a commitment to ensure that we remove barriers. If you require any additional support, we'll look at the reasonable adjustments that may need to be made on an individual basis, so just talk to us.

What happens if I can't make a meeting?

Sometimes life gets in the way! You may be on holiday, have a parents evening or a big birthday meal planned; it's absolutely fine. All we ask if that you let us know when you can't make it and if possible, either feed any comments on the papers via email, or through a phonecall in advance with the Chair of the Board or the Chief Executive, so your points can be raised in the meeting.