



Trustee of The Anthony Seddon Fund

Duties of a Trustee:

- Ensuring that the charity pursues its stated objects (purposes), as defined in its constitution, by developing and agreeing on a long-term strategy.
- Ensuring that the charity complies with its constitution, charity law, company law, and any other relevant legislation or regulations.
- Ensuring that the charity applies its resources exclusively in pursuance of its charitable objects for the benefit of the public.
- Ensuring that the charity defines its goals and evaluates performance against agreed targets.
- Safeguarding the good name and values of the charity.
- Ensuring the effective and efficient administration of the charity, including having appropriate policies and procedures in place.
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge, or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Person Specification

- A commitment to the charity.
- A willingness to devote the necessary time and effort.
- Strategic vision.
- Good, independent judgement.
- An ability to think creatively.
- A willingness to speak their mind.
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship.
- An ability to work effectively as a part of a team.
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.