

Cheshire Community Action Board Member

Time commitment: Quarterly meetings (1-2 hours each), attendance at the AGM and ad hoc tasks (emails, meetings, reviewing papers, etc.).

Location: Cheshire. Meetings held online or in-person.

Unremunerated: Voluntary role, with travel and childcare expenses reimbursed.

Why join us?

We're looking for passionate individuals to help shape stronger communities and influence real change.

- Help set the strategic direction of a long-standing local charity
- Use your skills to support communities, tackle isolation and improve services
- Work as part of a supportive, collaborative board

Our History

Cheshire Community Action was established in 1930 making us one of the oldest voluntary and community organisations in Cheshire.

Until April 2008 we were known as Cheshire Community Council. We are an independent organisation, a registered charity and part of the national ACRE network of 37 similar rural community councils in England.

The movement was founded by the National Council of Social Service (the forerunner of the National Council for Voluntary Organisations) in the years after World War I.

The role of the community councils was to work with local people to build village halls and revitalise the countryside and its economy. The creation of the village hall as a community building was seen as the focal point for regeneration in the community.

Cheshire Community Action – Today

We aim to give Cheshire communities a stronger voice by engaging and supporting them to influence the places, spaces and services that are important to them.

We work throughout the whole of Cheshire West & Chester and Cheshire East, Halton and Warrington. Although we were originally founded to assist rural communities in recent years we have branched out to provide support in larger towns and their suburbs.

Our key aims are to

- Strengthen the voice of rural communities
- Influence the quality of community spaces and places
- Engage and support communities in Cheshire

Role description and Personal Specification

The role of a Board member

1. To lead the charity in fulfilling its charitable purposes as effectively as possible with the resources available.
2. To set the overall strategic direction and provide governance for the organisation.
3. Ensure the organisation meets its aims, objectives and legal obligations and is accountable.

Board members are directors of the company and trustees of the charity.

General Role Responsibilities

All Board members share these duties: support and training are provided for those new to serving as a Trustee. The Board support one another and ensures they utilise the different strengths and skills of each member.

- Ensure the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure the organisation pursues its objects (purpose) as defined in its governing document.
- Contribute to developing and agreeing an organisational strategy, ensuring that performance is evaluated regularly.
- Ensure the organisation uses its resources exclusively in pursuance of its objects: the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are.
- Contribute actively to board meetings, bringing a range of perspectives, respecting the views of others and sharing responsibility for decision making.
- Safeguard the good name and values of the organisation.
- Ensure the effective and efficient administration of the organisation. This includes having appropriate policies, procedures and delegations in place, and monitoring them effectively to ensure they help meet objectives.
- Ensure the financial stability of the organisation.
- Appoint the CEO and monitor their performance, ensuring proper and formal arrangements are in place.
- Lead by example; understand and work within the organisation's code of conduct.
- Uphold and advance the organisation's core values, in particular; equality, diversity and good governance.
- Respect the role of staff and managers in running the day to day business operations.
- Reflect the interests of people who live and work in Cheshire's communities.

Trustee Person Specification

We are looking for people who can demonstrate the following:

- A commitment to the organisation and its vision, mission and aims.
- A willingness to devote the necessary time and effort, to read and understand information presented and to contribute to and make decisions based on that information.
- A willingness to actively contribute to discussions and listen to others' perspectives and experiences.
- Strategic vision.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Good, independent judgement.
- Integrity and honesty.
- Good understanding of the English language (written and verbal).
- Commitment to equality in practice and values.
- An ability to work effectively as a member of a team.
- Use any specific skills, knowledge or experience you have to help the Board reach sound decisions.

We're interested in hearing from people who have

- Experience of supporting rural and underserved communities in Cheshire or with lived experience as a member of a rural and/or underserved community.

What we ask of you

- Attend a quarterly board meeting (1-2 hours) in person or online, making sure you have read the papers in advance
- Attend ad-hoc meetings and occasional away days and training
- Be able to access email and respond in a timely fashion.
- Be able to access the internet, emails and Microsoft 365 SharePoint documents (support can be given)

How to apply

To find out more or express an interest in this role, please contact Deputy CEO, John Heselwood, email john.heselwood@cheshireaction.org.uk

To apply send your CV and a cover letter outlining why you're interested in the role and what skills you have that meet the role description and personal spec.