



Role Description

Board Member

Role Title:	Member of Baby Bank Network Board of Trustees
Reporting to:	Chair of the Board and the Board
Working with:	Board of Trustees

Background required

Legal experience in charity, commercial or employment law, Strategy and Governance.

Introduction

As the strategic management body of Baby Bank Network, Board members have specific responsibilities. These include responsibility for directing the affairs of Baby Bank Network, ensuring it is solvent and well run, and that it acts within corporate and charity law. Board members are entrusted to look after the resources of Baby Bank Network and ensure that these are used effectively for the overall purpose of the organisation. Board members are accountable for their decisions and actions to our service users, staff, the public, courts and funders.

We are seeking a dynamic legal professional to work closely with our Board to maintain an overview of the regulatory environment and our contractual obligations, and support strong governance. You will have experience in charity law, commercial law or employment law. Candidates who are able to demonstrate previous experience of working with a charity are desirable. We encourage candidates who can help increase the diversity of the Board so as to make our organisation more inclusive.

- Maintain an overview of the regulatory environment and our contractual obligations, and support strong governance.
- Guide and advise trustees on the legal requirements and implications of the charity's strategic plans.
- You will be able to apply legal principles to managing risk and ensuring that the policies and processes of Baby Bank Network are in line with best legal practice.
- You will have the ability to identify when Baby Bank Network should seek external legal advice.
- Support the chair in ensuring all Baby Bank Network policies and procedures comply with relevant legislation and ensure they are reviewed in accordance with the annual cycle of board business.

Main Responsibilities of Board members

1. Ensure our charity is carrying out its purposes for the public benefit and contributing to setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
2. Comply with our governing document and the law.
3. Act in the charity's best interests
4. Manage our resources responsibly
5. Act with reasonable care and skill - for example preparing for meetings, including reading any documents or undertaking such research as necessary to contribute properly to discussions and decisions, as well as attending meetings and training.
6. Ensure the charity is accountable - both internally and externally.

3 Time Commitment

- The Board meets approximately every 6 weeks, usually in an evening and via zoom or in person
- You may also have other ad hoc tasks to be undertaken in between meetings
- You may be required to attend special events (such as fundraising and celebration events)

4 Person Specification

- Commitment to the work of Baby Bank Network
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Understanding and knowledge of good governance
- Willingness to devote the necessary time and effort
- Good, independent judgement
- Knowledge or experience of business and committee procedures is desirable

- An ability to work effectively as a member of a team
- A willingness to speak your mind