

Convenor of Trustees

Up to 3 years, plus 1 YFGM handover

Purpose

The convenor of trustees ensures the smooth functioning of trustees as a committee, as well as doing a share of general trustee work

Duties

- Convening Trustee meetings
- Having an overview of the running of YFGM as a whole organization
- Ensuring that YFGM complies with laws and charity commission regulations
- Acting as YFGM's deputy safeguarding lead
- Ensuring that general trustee responsibilities are being taken care of, and split amongst trustees appropriately
- Acting as a last port of call on all questions regarding the legalities of running YFGMs
- Ensuring the smooth functioning of YFGMs, Planning Weekends, the Coordinator, and YFGM as a whole by having oversight of the process and ensuring role holders have appropriate support

What you could gain

- A very thorough understanding of the organisation behind YFGM, including legal matters and the work of all the Trustees.
- An opportunity to develop and demonstrate strong organisational skills.
- A good understanding of charity governance requirements

Skills Required

- An understanding of legal issues including charity commission regulations, or an ability and willingness to gain it quickly
- The ability to work well with a group you are facilitating.

Time Commitment

Attending YFGMs, Planning Weekends, and Trustee meetings, plus ongoing work between meetings.

Other Requirements

You will need to complete a safeguarding declaration and a data protection declaration to take up this role. As the convenor of trustees is YFGM's deputy safeguarding lead, you will be required to complete a basic DBS check.

As this is a trustee role, you must not be disqualified from acting as a charity trustee.

See also: Being a Trustee of YFGM

Last Updated: July 2021