

Trustee, Harrow

Bereavement Care aims to relieve the suffering and distress caused by bereavement or loss among the people of the London Borough and Deanery of Harrow and surrounding areas, where it is possible to make its services available. This could be by offering support through the process of grieving, increasing the public awareness and knowledge of the needs of bereaved people; training and supervising suitable volunteers in listening skills to support bereaved people or cooperating with and offering training to other organisations offering bereavement support.

- The Board of Trustees is responsible for the overall governance and strategic direction of the Charitable Incorporated Organisation (CIO) Bereavement Care (*"the charity"*), developing the aims, objectives, operation and management in accordance with the Constitution.
- A Trustee ensures that the charity and its representative's function within the legal and regulatory framework of the voluntary sector and in line with governing documents, continually striving for best practice in governance.
- We are seeking Trustees that have a strong understanding of issues affecting bereaved people.
- You would understand the role of a trustee; lead the organisation, support and unite on strategy, look to the future and be an ambassador increasing public awareness.
- You would support us by determining the overall direction and development of the charity through good governance and clear strategic planning.
- You would support us in maintaining sound financial management of resources, ensuring expenditure is in line with our objects, and investment activities meet accepted standards and policies.
- Duties will include interviewing, appointing and monitoring the work and activities of the paid staff member(s), ensuring effective and efficient administration and resources.
- You must maintain absolute confidentiality about all sensitive/confidential information received in the course of trustee's responsibilities to the charity.

Training

- Free training will be provided - usually 2 hours/evening, online or in Harrow
- There will be ongoing training opportunities which may incur nominal costs

Information

- 3-4 hours per month
- Weekdays, generally evenings in Harrow
- This role is subject to a DBS check, the cost of this check will be covered by Bereavement Care
- 2 current references are required
- Minimum commitment 6 months
- Minimum age 18 years

Accountability

As the trustees are responsible and liable for the governance and functioning of the charity, they are accountable in varying degrees to a variety of stakeholders, including: service users, members, funders, the Charity Commission.

How to apply

A H4ALL application form must be completed.

To obtain an application form:

- Visit www.h4all.org.uk and download or print an application form
- Email volunteerhub@h4all.org.uk to request an application form to be sent to you by email or post
- Telephone 01895-676-111