



# Trustee

## Volunteer Role Description

# Trafford Domestic Abuse Services

**Trafford Domestic Abuse Services (TDAS)** is an independent specialist agency working in Trafford and Salford delivering services to adults and children who have experienced domestic abuse. TDAS is a specialist charity providing services to adults and children and young people experiencing or have experienced domestic abuse. We provide both prevention and intervention services and raise awareness of domestic abuse through training, workshops and public forums.

## Our Mission Statement:

'To enable people to break free from domestic abuse'.

This is achieved by meeting the following objectives:

1. The provision of safe and supportive spaces and temporary accommodation for women and children who have or who are experiencing domestic abuse.
2. The provision of community support services to those who have experienced domestic abuse
3. To advance the education of the public and those who work in partnership with the public, private, voluntary, community and social enterprise. in issues relating to domestic abuse including its nature, impact and causes.

## TDAS Values:

**Openness:** TDAS create an open culture, provide transparent reporting, good fundraising and governance.

**Person Centred:** TDAS provide coordinated, personalized and enabling services to everyone

**Innovative:** TDAS introduce new ideas, are creative and forward thinking

**Collaborative:** TDAS work in partnership with key stakeholders to enable individuals to achieve a defined and common purpose

**Empowering:** TDAS empower our service users to become stronger, more confident, being aware of their rights and privileges and live a more meaningful and fulfilling life.



0161 872 7368



admin@tdas.org.uk



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# Role Description

## Role Title:

Trustee

## Report to:

Chair of Trustees

## Background:

A general background in any of the following; Strategy, Governance, Business Planning, Fundraising, Finance, HR, Legal Social Care, Domestic Abuse or Voluntary sector.

## Role Summary

The Board of Trustees are responsible for the overall governance and strategic direction of the charity, developing the organisations aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

## Main Responsibilities as a Trustee

- To ensure that the charity and its representatives function within the legal and regulatory framework of the sector and in line with the organisations' governing document, continually striving for best practice in governance.
- To uphold the fiduciary duty invested in the position, undertaking such duties in a way continually striving for best practice in governance, that adds to public confidence and trust in the charity.
- To determine the overall development of the charity through good governance and clear strategic planning.
- To review and recommend current and future strategic resourcing, training and development and annual budgets and plans to the Trustee Board
- To actively contribute to policy setting, strategic direction, goal and target setting, and evaluate performance against targets, budgets, plans and charitable objectives
- To monitor the financial position of the charity and its operations within its means and objects, making sure that there are clear lines of accountability for day-to-day financial management
- To monitor whether the service complies with its governing document and standards and if the needs of the beneficiaries are being met.



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# Qualities of a Trustee

## Essential

- Willingness to actively participate in discussions concerning needs of company's beneficiaries, staff and the trustee board
- Willingness to act in the best interest of the charity while adhering the Nolan principles of public life
- Sound, independent judgement and ability to think creatively
- Working effectively as a team member and demonstrating a willingness to learn and develop

## Desirable

- Strong intellectual and analytical ability; innovative thinker and ability to focus on issues requiring action
- Experience in the charitable or voluntary sector
- Experience of charity law and governance

## Time Commitment

- Attendance at Board meetings bi-monthly. In the intervening month, papers providing information about the finances and services are circulated for comment to Trustees by the CEO and Director of Operations.
- Attendance at subcommittees and other relevant meetings upon request.
- Trustees may from time to time also be asked to support the CEO by attending meetings in relation to obtaining funding, consultations with members or participating in external events which are relevant to the charity

## Training

- All volunteers are required to under-take safeguarding training
- Training relevant to the role of a Trustee as recommended
- Trustees will have an induction which will include meeting the team at TDAS who appreciate the support and guidance of our Trustees and are always on hand for advice.

## Location

- Board meetings are held at the organisation's premises in Trafford or online.



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