



**Cornwall
Community
Foundation**



Positive change for one and all

Trustees Recruitment 2022

Treasurer

Welcome from the Chairman

Thank you for your interest in joining the Board of Trustees of Cornwall Community Foundation. Over the next 12 weeks we are keen to recruit up to two new Trustees to our Board to help shape our work now and in the future.

We believe in a positive life for all in Cornwall and the Isles of Scilly, free from poverty and social isolation. To achieve this, we raise funds from individuals and businesses and distribute them to community and grassroots non-profit organisations who are changing lives across the county.

As a charity for Cornwall and the Isles of Scilly, we want to recruit people who live or work in the Duchy, and we are particularly interested to hear from you if you have accountancy skills.

We want to ensure that our board better reflects the diversity of those who belong to the communities that we support and so we particularly welcome interest and applications from people under 40 years of age, people with disabilities, Black, Asian and ethnic minorities, and LGBTQ+ people.

The Board of Trustees are responsible and accountable for the strategic direction of Cornwall Community Foundation and collectively setting and monitoring the Foundation's vision and strategies. Our existing Trustees bring experience in industry, commerce and the professions from a diverse range of backgrounds and perspectives. We rely on the energy and commitment of our Trustees as key ambassadors for the Foundation prepared to speak on our behalf to potential donors, passionate about the work of the Foundation and making connections to influence people with relationships to support our activities.

I hope that you will find all the information you need included within this pack and you will be inspired to join us to bring positive change for one and all.

Yours sincerely

Jane Hartley DL

Chair of Trustees

About Cornwall Community Foundation

Behind the holiday playground you see in photographs, Cornwall is the poorest county in England, with many disadvantaged and isolated communities, extreme child poverty, youth unemployment and associated mental health issues. These needs are often unseen but are very real.

At the Cornwall Community Foundation, we believe in a positive Cornish life for all, free from poverty and social isolation. Our aim is to change people's lives for the better by helping local communities. We want Cornwall & the Isles of Scilly to be a great place to live for everyone – a place where people work together to address disadvantage. Donors trust our expertise to direct funds to those grassroots organisations and initiatives which will make a big difference to the lives of those in genuine need, reaching vital projects that might not otherwise survive. Since 2003 we have grant awarded more than £13 million to over 5,000 community projects. In 2021 we distributed £2.2 million to 652 community projects.

We manage 70 charitable funds on behalf of local individuals, families, companies and public agencies. We also raise funds through membership schemes and fundraising appeals to support local high impact, non-profit, grassroots organisations.

We have an active and engaged Board of [Trustees](#) who meet four times a year and several committees who meet throughout the year. Our friendly and committed [Team](#) of 10 is based in Launceston when they are not working from home.

Please visit our [website](#) for more information about our work including our Covid report.

Our Board of Trustees

Our Board of Trustees is ultimately responsible for our Foundation. Each Trustee brings their individual expertise and experience to the operation of our Board and collectively this drives our strategy and our progress. The contribution of each Trustee is valued by all associated with us and they tell us that it is a rewarding experience that contributes to their own development.

We currently have a board of 15 Trustees, 8 men and 7 women who bring a range of skills. We are implementing our strategic plan with great enthusiasm for how we

want to develop our charity. We are now looking to attract additional skills to our Board.

Currently our full Board of Trustees meets four times a year. In between we carry out detailed work through committee meetings.

Trustees have specific roles and responsibilities as defined by the Charity Commission, which you can [read here](#).

Skills we want to increase on our Board:

Treasurer – we have strong financial skills on our Board, which we now need to complement with the expertise of a chartered accountant who will work with us to inform and monitor our finances. You will provide oversight of our annual income and expenditure, and work with Trustees and our Finance Manager to ensure good governance. We have a Finance Committee that oversee our Finances and report to the Board.

About you

As well as a passion for your specialist skills and a willingness to apply these to support and shape our work now and in the future, we are looking for people who have:

- A passion and belief in our work and values.
- Educated to degree level with a recognised accountancy qualification.
- A strong connection to Cornwall either through living here or working here.
- A keen interest in the work and impact of charitable Trusts and Foundations and in learning about Community Foundations' and our unique role in social change.
- Enthusiasm to undertake training to build skills and knowledge.
- An ability to listen to the different views and unique experiences of others and willingness to reflect their perspectives to the rest of the Board.
- Strong and respectful communication skills and commitment to diversity of knowledge and experience and working in a team.

Training, induction and support

We will make every effort to ensure that you are able to fulfil your role to the best of your abilities and that this is a learning and development opportunity.

Support offered will be alongside your fellow new trustees so you will be learning together. We offer:

Access to trustee training to ensure that all aspects of governance are covered as well as the opportunity to access wider training for the sector as appropriate.

- Opportunity to observe the work of our committees and grant panels.
- Time spent with our executive team to learn about all aspects of our work including visits to community groups as part of the induction.
- Our trustees are volunteers and are not paid, but all out of pocket expenses will be covered by us.

Eligibility

The following people cannot be a Trustee of Cornwall Community Foundation:

- Anyone under the age of 18
- Anyone who has been convicted of an offence involving deception or dishonesty, unless the conviction is spent
- Anyone who is an undischarged bankrupt
- Anyone who has previously been removed from Directorship of a charity by the courts or the Charity Commissioners
- Anyone who is under a disqualification order under the Company Directors Disqualification Act 1986
- Someone who is, or becomes, of unsound mind

It would also be essential to be aware of potential conflicts of interest that may limit involvement with strategic decision making or ongoing Trustee activities.

How to apply

You do not need to have any previous trustee experience to apply. We are recruiting our new trustees through an open application process, which means that you apply to us using this simple process.

We particularly welcome interest and applications from Black, Asian and ethnic minorities, people under 40 years of age, people with disabilities, and LGBTQ+ people.

- Interested candidates to submit a CV and letter outlining why this is of interest to you to chairman@cornwallfoundation.com by 13 June 2022.
- If you would like to have a chat with our current Treasurer, Natercia Hughes FCCA, then please email natercia.hughes@nhs.net.

- We will be at the Royal Cornwall Show, please visit us at the Tregothnan stand to find out more about the CCF.
- Shortlisted candidates will be invited to an interview on 23 June .

Term of Appointment

Trustee appointments are for an initial period of three years, which are then renewable for two further terms of three years on mutual agreement. Therefore, trustees may serve for a maximum of nine years.

Commitment

- Attendance at 4 x annual Board meetings, which are generally held in St Austell Conference Centre in person and.
- Board meetings are held between 4-6pm and the timings are regularly reviewed.
- Reading the meeting Agenda and papers beforehand so that you are prepared.
- You will be asked to join a Committee, which generally meet for 2 hours 4 times per year.
- Participation at an annual away day.
- We have a number of events and receptions throughout the year, which you are invited to attend.
- A great way to understand our work is to participate in some specific areas, such as grant panel meetings or visiting community projects to hear more about their work and experiences.

Thank you for your interest in our work and we look forward to hearing from you.

Cornwall Community Foundation

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