Trustee – Role Description

Trustees play a pivotal role in guiding Together for Short Lives to fulfil its mission: ensuring that every child with a life-limiting condition, and their family, receives high-quality palliative and end-of-life care, wherever and whenever they need it.

As a trustee, you will help shape the charity’s strategic direction, ensure sound governance, and act as a critical friend to the executive team. You’ll bring your expertise, insights and values to support the charity’s growth, resilience and impact.

**Key Responsibilities**

Trustees share collective responsibility for the charity’s governance and strategic oversight. This includes:

Strategic Leadership

* Champion the charity’s vision, values and strategic priorities.
* Contribute to the development and approval of strategic plans and policies.
* Monitor progress against strategic goals and KPIs.

Governance & Compliance

* Ensure compliance with legal, regulatory and ethical standards.
* Uphold the principles of good governance and contribute to regular board effectiveness reviews.
* Act in accordance with the Charity Commission’s guidance, including The Essential Trustee (CC3).

Financial Oversight

* Approve budgets and financial plans.
* Monitor financial performance and ensure sustainability.
* Review and sign off annual accounts and audit findings.

Risk & Safeguarding

* Identify and oversee key risks, ensuring robust mitigation strategies.
* Promote a culture of safety, transparency and accountability.

Executive Support & Challenge

* Provide constructive support and scrutiny to the Chief Executive and Leadership Team.
* Participate in recruitment, appraisal and succession planning for senior roles.

Advocacy & Ambassadorship

* Represent the charity externally and help build strategic relationships.
* Use your networks and influence to promote the charity’s mission and values.

Active Engagement

* Prepare for and attend board meetings, strategy days and relevant committees.
* Contribute time and expertise beyond meetings when needed (e.g. mentoring, public speaking, project input).

There will also be times when trustees will need to be actively involved beyond Board meetings. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.

**Attributes and Experience**

Together for Short Lives welcomes applications from individuals of all backgrounds and lived experiences. We’re especially keen to hear from those who can bring fresh perspectives and help us reflect the diversity of the communities we serve:

Essential Attributes

* Commitment to the charity’s mission and values.
* Strategic thinking and independent judgement.
* Strong communication and collaboration skills.
* Understanding of trustee responsibilities and legal duties.
* Personal integrity and a commitment to equity, diversity and inclusion.

Desirable Experience

* Leadership in a relevant sector (healthcare, children’s services, charity, public policy).
* Financial, legal, income generation, workforce,
* Experience of lived or professional connection to children’s palliative care.

**Terms of appointment**

Terms of office

* Trustees are appointed for a three year term of office, with renewal for a further term of three years.
* This is a voluntary position, but reasonable expenses are reimbursed.

Time commitment

* Attending a minimum of four Board meetings a year.
* Attending an annual strategy and planning day
* Participating in one of our Committees as appropriate.