DIRECTOR

Job Description

Responsible to: The Full Board

Directors of the Joseph Rowntree Reform Trust Ltd. are also appointed Trustees of the JRSST Charitable Trust and Directors of the subsidiary company, JRRT (Properties) Ltd., which manages a portfolio of twelve commercial properties in London.

Purpose of job:
The role of the Directors is to ensure:

- that the Trust remains true to the principles set out in the 1904 Memorandum and Memorandum & Articles of Association. In brief, these are to fund or undertake political & non-charitable campaigning work to promote democratic reform, constitutional change, civil liberties and social justice.

- the effective and efficient management of the Trust (JRRT), its subsidiary company (JRRT (Properties) Ltd.,) and charity (The JRSST Charitable Trust) with regard to income generation, grant making, Trust initiatives and regulatory accountability in order to protect the Trust’s interests and reputation.

General Duties and Responsibilities:

To understand and accept the legal duties and responsibilities of being a company director and charity trustee.

To provide oversight of the financial position of the Trust and its subsidiary bodies including investments, audit and risk management.

To attend Quarterly Meetings of the Trust and other meetings as necessary.

To assess grant applications and trust initiatives.

To participate in the decision making process in evaluating grant applications between meetings by post/email on a timely basis.

To work with staff to develop initiatives to bring to, or as agreed by, the full Board at Quarterly Meetings.

To attend meetings with applicants at least once a year.

To support staff in undertaking the work of the Trust by responding to requests for opinions or decisions on a timely basis.

To attend, where possible, events organised by the Trust or its grantees on behalf of the Trust.
DIRECTOR

Profile

Essential

Able to demonstrate

- a clear understanding of the Trust’s aims and objectives
- a sympathy with the liberal, progressive reform agenda
- an understanding of the Trust’s unique role in British politics and an appreciation of its history.
- political imagination and flair with the ability to grasp and initiate leading edge thinking.

To be of good character and integrity.

Able to form sound judgements of people and written material.

Able to communicate ideas and information clearly and succinctly in writing and speech with effective listening skills.

Widely read and knowledgeable about the social and political scene, particularly in the UK, and able to anticipate political trends.

Appreciative of our Quaker heritage.

Able to work collaboratively with fellow Directors, staff, applicants and grantees working on the basis of consensus, whilst seeking resolution.

Have a wide network of contacts and an ability to make the connection between people, ideas and action.

Able to attend meetings in York (at least three times a year) and London.

Desirable

Based in Yorkshire
Background in accountancy and/or finance
Background in social science
A member of the Religious Society of Friends

January 2013