

Role Description for CARM Trustees

The duties of a trustee are:

To ensure that CARM complies with its legal obligations as contained in constitution; charity law, and any other relevant legislation or regulations.

To ensure that CARM pursues its objects as defined in the constitution.

To ensure CARM applies its resources exclusively in pursuance of its objects.

To contribute actively to the Management Committee's role in giving firm strategic direction to CARM; setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.

To ensure that equal opportunities are taken fully into account in CARM's employment practice and all other areas of work.

To safeguard the good name and ethos of CARM.

To ensure the effective and efficient administration of CARM.

To ensure the financial stability of CARM.

To appoint the Manager and monitor his/her performance.

Each trustee must therefore have:

- a commitment to CARM;
- an understanding of the needs of older and vulnerable people;
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship;
- a willingness to devote the necessary time and effort;
- integrity;
- good, independent judgement;
- a willingness to speak their mind;
- an ability to work effectively as a member of a team.

In addition to the above, each trustee should use any specific skills, knowledge or experience they have to help the Management Committee reach sound decisions and to further develop CARM. Relevant skills include fundraising, financial management, personnel, monitoring and evaluation, and legal issues.