

## TRUSTEE AT WEN

This is an exciting opportunity to shape Wen for the future. Over the past few years Wen has grown in size, focus, and ambition. We've developed a wide range of high profile, high impact programmes, strengthened many of our internal systems, implemented a participatory leadership structure and welcomed incredible staff to create a thriving and inspiring team.

### About becoming a Wen's Trustee

Wen is a growing organisation, having doubled our staff in the last year, from 12 to 24 staff. We have an incredibly talented and committed team. The step change in size and impact of Wen over the last few years, brings opportunities and challenges. The climate and biodiversity crises are now leading issues, affecting government policy and driving media attention. There is therefore an opportunity as a Trustee of Wen to have a significant impact on issues that connect gender, health and the environment.

We are looking for capable people, in addition to the statutory duties outlined in the role profile, who can bring one or more of the following skills or experiences to this important role:

- **Local knowledge** – experience of the borough of Tower Hamlets, where most of our food and wellbeing work takes place, OR experience of other community/urban work.
- **Intersectional feminism and anti-racist work** – able to guide and support the organisation as we embed our values and work towards becoming more inclusive and representative of our communities and their issues.
- **Vision and strategy** – in a fast-changing world, it's increasingly important that we understand and deliver the greatest impact for women, communities and the environment.
- **Financial and operational oversight** – we are looking for an experienced chartered accountant or HR professional who can help oversee Wen's operations.

It is part of our strategic priorities as an organisation to become more accessible and inclusive. As part of this we are committed to Wen's board reflecting the diversity of our community, and especially welcome applications from groups that are currently under-represented including Black and Minority Ethnic women, trans women, younger women, people from the LGBTQIA+ community and Disabled women. Our office has

partial wheelchair access, and we are prepared to discuss other accessibility arrangements where necessary for the chosen candidate

### **Time Commitment**

The Board of Trustees meet once every two months at the Wen office in Tower Hamlets or remotely. In addition to meetings, Trustees responsibilities vary from person to person and month to month depending on the projects they opt to be involved in. We would expect the trustees time contribution to be an average of half a day-1 day per month including the bi-monthly meeting.

### **Role Overview**

Women's Environmental Network is a registered charity with a Board of Trustees. Trustees have the ultimate responsibility for the organisation. However, the major energy of the organisation is with its workers, both staff and volunteers. As in many charities, the trustees delegate the day-to-day activities of the organisation to a Director, or in Wen's case Co-Directors, whose duties include policy and financial overview.

### **Trustee person specification**

- Commitment to the organisation and alignment with its aims and principles
- An understanding of environmental and gender issues
- Willingness and ability to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- Ability to think creatively
- Willingness to speak their mind
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Ability to work effectively as a member of a team
- Ability to form close working relationships based on honesty, respect and trust
- Ability to offer strong support to staff, while standing back from everyday activities.

## **Board duties**

In addition to the statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve:

- Scrutinising board papers
- Leading discussions
- Identifying and focusing on key issues
- Providing guidance on new initiatives
- Other issues in which the trustee has special expertise

## **Statutory duties of a trustee**

More information can be found on the Charity Commission website – this site has many downloadable publications on all aspects of running a charity and the responsibilities and liabilities of the position of charity trustee.

We would like our board to reflect the diversity of our community, and we would especially welcome applications from Black and Minority Ethnic women, younger women, lesbian women and disabled women.