

## Trustee – Role Description

### Role Summary

Tees Valley Together CIO (TVT), a Charitable Community Support, are seeking volunteers to join our team of Trustees. The appointed Trustees will form the CIO's Board including one of the appointment being selected as Chair at the first meeting.

We would be very interested to speak to you if you share our passion about our services and a genuine interest in improving communities.

We are specifically interested to find local Trustees who have experience in the following areas:

- Charity Sector
- Finance
- Fundraising/Grant application
- Risk Management
- HR
- IT
- Poverty/Deprivation
- Legal
- Marketing/PR

The Organisation requires Trustees to:

- Take a strategic role on the board holding the Senior Management Team (SMT) to the ethos and principles of the charity in line with its founding documents;
- Provide support and balanced guidance to the SMT, acting as a critical friend;
- Ensure accountability of the SMT regarding finance management;
- Provide challenge in a measured and open way.

To arrange an informal discussion with Sharlein Smales please call 07722 513 451 or email [support@teesvalleytogether.co.uk](mailto:support@teesvalleytogether.co.uk).

The role of a Trustees is voluntary, however, the Organisation does require a level of commitment for the role.

Our Trustees will meet at least quarterly for full board meetings. In the post Covid-19 era, we have a newfound appreciation for the remote meeting attendee; this allows us to look for volunteers from further afield. If you wish to join us in a fully virtual capacity, please let us know. There may be a requirement for our volunteers to attend committee meetings in addition to the quarterly board meetings. These will be notified in advance and in a timely manner,

Full induction and ongoing training will be provided; a mentor from the existing board will be assigned so that you are supported fully.

Many companies encourage employees to volunteer in this way as part of their corporate social responsibility allowing attendance at our meetings without affecting other terms and conditions (if you are currently employed, please check with your own HR department who will provide details).

We are a registered charity and have three main areas of service: our accessible food bank, our sales of food and household items to the general public and community driven activities designed to improve isolation and deprivation. We operate services for residents across the Tees Valley who require support, on a referral only basis. TVT has been in operation as a CIO since August 2021, however, we were operational as a Constituted Community Group from May 2020 to August 2021. The organisation was initially set up in response to the Covid-19 Pandemic and has grown since into a support for the local community. Our aim is to have a presence in each borough of the Tees Valley where we can offer direct support. Please visit our website to learn more about the story so far and plans for the future.

You really could help us make a difference, please call us, we look forward to hearing from you.

If you can offer support in a different way, we would love to hear from you too.

Sharlein Smales

CEO

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To apply for this role, please submit a letter of application with a supporting CV telling us:

- Why have you applied to become a trustee and what are your particular interests in this role?
- How will your skills, knowledge or experience strengthen the Organisation's board? Please tell us about how your knowledge and experience link to one of the areas TVT has highlighted within the criteria.

Please submit applications to [support@teesvalleytogether.co.uk](mailto:support@teesvalleytogether.co.uk).