

Trustee Recruitment Pack

January 2022

About us

Feeding Liverpool is the city of Liverpool’s food alliance, connecting and equipping people and organisations to work towards good food for all.

Feeding Liverpool was set up in 2015 as a local pilot of [Feeding Britain](https://feedingbritain.org/), an independent charity which was established following the All-Party Parliamentary Inquiry into Hunger in the United Kingdom in 2014. Their report F[eeding Britain: A Strategy for Zero Hunger in England, Wales Scotland and Northern Ireland](https://foodpovertyinquiry.files.wordpress.com/2014/12/food-poverty-feeding-britain-final.pdf) resonated with the situation on the ground in Liverpool. Feeding Liverpool was established through Churches Together in the Merseyside Region, and has been formed out of an ecumenical partnership which is committed to working with people of all faiths and none.

Building on our work since 2015 tackling hunger and food insecurity, Feeding Liverpool is developing and driving forward Liverpool’s Good Food Plan in partnership with communities and organisations across the city.

Our aims are to:

* Create arenas for practitioners to share and shape good practices in relation to good food for all
* Draw on experiences from the ground to contribute to and influence policy debates locally and nationally
* Raise awareness and develop greater public understanding of food policy and related issues

We seek to be what Bishop Paul Bayes describes as a ‘line of sight to the street and back’, ensuring the stories of people who have first-hand experience of food insecurity, of those who are working in our communities to tackle these issues, are heard by local and national policy makers.

Trustee Recruitment

Feeding Liverpool became a Charitable Incorporated Organisation in July 2021, appointing [six trustees](https://www.feedingliverpool.org/about/who-we-are/) each of whom has served on our steering group for several years previously.

The Board of Trustees is responsible for the overall governance and strategic direction of Feeding Liverpool, developing the charity’s aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Through this recruitment process we are looking to expand our expertise and diversify this Board of Trustees.

Our Board currently meets monthly for approx. 1.5 hours, with trustees required to do preparation prior to meetings. Our emerging sub-groups meet in between Board meetings, with trustees expected to play an active role in these groups.

This is a voluntary position. The expected overall time commitment for a trustee is on average 1 day per month on average.

Timeframe and process

For an informal chat about this role please contact our co-chair of trustees Dr. Hilary Russell on [hilaryerussell@gmail.com](mailto:hilaryerussell@gmail.com) or 07811 950213

Application is via a CV and covering letter detailing your interest, skills and experience. Please send this to Dr. Hilary Russell on [hilaryerussell@gmail.com](mailto:hilaryerussell@gmail.com) by 28th February 2022.

Applications will then be reviewed by the Trustee Nominations Committee and Programme Director, who will invite potentially suitable applicants for a further conversation.

A full induction will be provided to all new Trustees.

Main trustee responsibilities

* Ensuring Feeding Liverpool complies with its governing document, charity law, company law and any other relevant legislation or regulations.
* Ensuring the effective and efficient administration of Feeding Liverpool and its resources, striving for best practice in good governance, acting in the best interest of the charity, beneficiaries and future beneficiaries at all times
* Contributing actively to the board of trustees role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
* Promoting and developing Feeding Liverpool in order for it to grow and maintain its relevance to society. This includes involvement in campaigning and fundraising activities
* Promoting and safeguarding the good name and values of the organisation
* Maintaining sound financial management of Feeding Liverpool’s resources and to ensure the proper investment of the charity’s funds ensuring expenditure is in line with the organisations objects and investment policies
* Interviewing, appointing and monitoring the work and activities of the senior paid staff.
* Acting as a counter-signatory on charity cheques and any applications for funds, as appropriate
* Maintaining absolute confidentiality about all sensitive, confidential information received in the course of trustee’s responsibilities to Feeding Liverpool.

Other Duties

In addition to the above 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 include:

* scrutinising board papers
* leading discussions
* focusing on key issues
* providing guidance on new initiatives
* other issues in which the trustee has special expertise

Accountability

As the Board is responsible and liable for the governance and functioning of the charity, it is accountable in varying degrees to a variety of stakeholders, including: Members, Funders, the Charity Commission and Companies House.

Term of Office

Trustees are appointed for a term of five years, with the potential to be reappointed for a second term.

Person Specification

Essential Attributes

* Passionate about creating a city where everyone can eat good food (preferably with an understanding of one or more issues connected with this vision, e.g. food insecurity, access to good food, food growing and sustainability)
* Committed to the aims of Feeding Liverpool and the approach, development and delivery of the Good Food Plan
* Committed to working with people of all faiths and none
* Able and willing to devote the necessary time and effort to this role
* Committed to equality, diversity and inclusion
* Good, independent judgement, willingness to speak your mind, solution focused and resilient
* Able to think creatively, and strategically
* An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
* Able to work effectively as a member of a team

Skills and experience

Feeding Liverpool is particularly looking for applications from individuals with knowledge or expertise in the following areas:

* Finance: we are looking for a trustee to take on the role of treasurer
* Hospitality or Food Retail : we are looking for a trustee with an understanding of one or both of these sectors and the ability to connect the food alliance in with relevant networks
* Digital/social media communications
* Food growing and sustainability

We would also like to expand our spheres of influence, and the diversity of the Board. We are under-represented by minority groups and those with first-hand experience of emergency food systems. We would particularly welcome applications from anyone in those groups.

Qualifying factors

Trustees must be:

* Aged 18 or over
* Willing to sign a self-declaration of eligibility

Trustees may not:

* Be an undischarged bankrupt.
* Have been removed from trusteeship of a charity by a Court or the Charity Commission.
* Under a disqualification order under the *Company Directors' Disqualification Act 1986*.
* Convicted of an offence involving deception or dishonesty (unless the conviction is spent).
* Disqualified by the *Charities Act 1993* (section 72) from acting as a charity trustee.
* Have any financial interests in conflict with those of Feeding Liverpool (either in person or through family or business connections) except those which have been formally notified in a conflict of interest statement. Trustees should specifically notify any such interest at any meeting where trustees are required to make a decision which affects personal interests, and will be absent entirely from any decision on the matter and not vote on it.

