



## THE LIVE THEATRE WINCHESTER TRUST

### Role Description for a Trustee

**Purpose:** Responsible under the Trust's Memorandum & Articles of Association for guiding the management and administration of The Live Theatre Winchester Trust.

### Statutory Duties

- To ensure that the organisation complies with its governing document, The Memorandum and Articles of Association, charity law, company law and any other relevant legislation or regulations.
- To ensure that the organisation pursues its objects as defined in its governing document
- Ensuring that the charity's governance is of the highest possible standard.
- To contribute actively to the board of trustees' role in giving firm strategic direction to the organisation.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient management and administration of the organisation.
- To ensure the financial stability of the organisation.
- To advocate for the organisation at functions and meetings, and act as an ambassador for its work as appropriate.
- To sit on Board Action Groups as appropriate.
- To attend Board meetings quarterly.

### In addition:

- A Trustee must use any specific skills, knowledge or experience to help the board of trustees reach sound decisions

### Person Specification

- A commitment to The Live Theatre Winchester Trust.
- A willingness to devote the necessary time and effort.
- Strategic vision.
- Good, independent judgement.
- An ability to think creatively.
- A willingness to speak one's mind in debate while maintaining respect for other Trustees and their views.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- An ability to work effectively as a member of a team.
- A willingness to embrace the organisations values of Welcoming, Fun, Brave, Passionate, Trustworthy, Inclusive.

The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.