

Role Description:
Trustee

Role Title	FSRH member trustee
Department	Board of Trustees
Remuneration	Travel and subsistence will be paid for attendance at meetings in accordance with the FSRH expense policy. Board members are not remunerated for their Board/trustee work.
Responsible to	The Chair of the Board of the Trustees (our President, Dr Asha Kasliwal)
Regular liaison with	<ul style="list-style-type: none"> • FSRH Officers • FSRH Council • CEO/senior staff • Sub-Committees of the Board • External partners at senior level
Hours	<p>Trustees will meet at least 4 times a year in London for 3 hours. These meetings are currently taking place virtually. We expect some return to in-person meetings in 2021/2022.</p> <p>The Board will also hold a strategy meeting at least once a year in conjunction with the Council to ensure that both bodies contribute to the longer-term direction of the FSRH.</p> <p>The 2021 dates are:</p> <ul style="list-style-type: none"> • Thursday 14th October – Joint meeting with Council - 10:30-15:30 – might be in-person at FSRH's offices • Thursday 25th November – 13:00 – 16:00 – via Zoom <p>In addition trustees would be expected to allow time for reading of papers and preparation for meetings and for occasional events such as the AGM, attending relevant external events/training and induction.</p>
Term	The role is for 3 years, renewable for a further term.
Purpose of the role:	<p>The overall aim of the trustee role is to provide strong leadership, scrutiny, direction and expertise to the governance of the FSRH.</p> <p>The Board of Trustees ('the Board') is the body with the legal duty to protect the mission and vision of the FSRH and to ensure that it is run in accordance with legal requirements and complies with both legal and regulatory frameworks.</p>

	<p>The role of the Board is to provide good governance, scrutiny and leadership by:</p> <ul style="list-style-type: none"> • Determining policy and strategy • Appointing the Chief Executive (who is accountable to the Board) • Providing constructive challenge to the Chief Executive and their staff team • Agreeing an annual budget and business plan and monitoring these • Setting and monitoring procedures for assessing and managing risk • Taking advice from members, Council, Committees and from specialist advisors • Ensuring good communications between the Board, the Council and the membership, and providing feedback on Board decisions and discussions to these groups • Monitoring performance • Setting salary levels, and agreeing the salary of the CEO • Representing the FSRH externally, nationally and internationally when relevant. <p>As a charity and company limited by guarantee, Board members are charity trustees and company directors. They do <u>not</u> represent any group or organisation in this role and they must act in good faith and in the best interests of FSRH and in accordance with the FSRH Code of Governance (Appendix 1) and our regulator's code of governance.</p>
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Main duties and responsibilities of a trustee

Board members are required to:

- Ensure that the highest standards of corporate governance are observed at all times
- Establish the overall strategic direction and governance of the FSRH
- Approve the budget and business plan for the FSRH including the costs of Council and its committees
- Ensure the effective, efficient and appropriate use of resources available to the FSRH
- Oversee the delivery of planned results by monitoring and reviewing performance against agreed strategic objectives and targets
- Ensure that the FSRH operates within the limits of its objectives and authority
- Ensure that the FSRH is accountable to key stakeholders within and outside the health sector
- Ensure that the FSRH undertakes its work with due regard to equality and diversity issues

- Ensure that the FSRH complies with all relevant legislative and administrative requirements including, but not limited to, company law, charity law, health and safety, data protection and equalities
- Ensure that an effective risk management system is in place
- Approve the annual accounts.

Board members are expected to:

- Read all Board and Committee papers in advance of meetings
- Attend and make constructive contributions to Board and Committee meetings
- Be prepared to be a member of a minimum of one Board Committee as appropriate as well as the Board itself
- Provide specialist guidance on particular areas where they have expertise
- Commit to safeguarding the good name and values of the FSRH
- Be a champion and ambassador for the FSRH
- Abide by all relevant policies and procedures of the FSRH
- Sign and abide by the FSRH Code of Governance for Board members

Person Specification	
A current Diplomate/Member or Fellow of the FSRH	Essential
Ability to work effectively as a member of a diverse team whilst keeping in mind the responsibility of being an individual trustee	Essential
Experience of guiding an organisation through growth and change	Essential
An understanding of and commitment to the values expressed in the FSRH code of good governance	Essential
Confident and effective communication skills including listening skills	Essential
A track record of being able to process details quickly and get to the heart of an issue including financial issues	Essential
Understanding of the legal duties, responsibilities and liabilities of trusteeship	Essential
Understanding of the role of the chair of trustees and CEO	Essential
A track record of significant achievement at a senior level in the commercial private, public or not-for-profit sector	Essential
Knowledge of the healthcare sector	Desirable
Experience of board or committee membership in a charity, public sector or commercial organisation	Desirable

Appendix 1 - FSRH Code of Governance

As a trustee and council member I will:

- Operate in line with FSRH values, mission and ethos
- Value the range of country contexts we work within
- Work within Nolan's principles of public life: adapted and in summary these are;

- Selflessness - take decisions solely in the best interests of the Faculty
- Integrity - not place myself under any financial or other obligation to outside individual or organisations
- Objectivity - to make choices on merit, evidence and best practice
- Accountability - be accountable for our decisions and actions, and submit to ourselves to appropriate scrutiny
- Openness - be open about decisions and actions we take, restricting information only when necessary
- Honesty - declare relevant private interests and take steps to resolve conflicts
- Leadership - promote and support these principles by leadership and example.

As a board and council we will;

- Value and utilise the range of personal and professional skills and expertise and ensure this diversity of skills is our strength
- Work together to ensure effective leadership, influence and timely decision making
- Ensure consumer voices inform strategy and priorities
- Provide constructive challenge to the Chief Executive and her staff team

As a board we will work in line with the national code of good governance, and provide effective leadership and governance by;

- Understanding our governance role and having clear and defined ways of effective working with Council
- Ensuring delivery of organisational purpose
- Working effectively as individuals, as a team, with Council and with the staff team
- Exercising effective control
- Behaving with integrity
- Being open and accountable

As a board, council and staff team we will;

- Provide visible and effective leadership of the FSRH and ensure we are an efficient organisation providing excellent support for our members
- Support the FSRH to be champions of sexual and reproductive healthcare, including access to abortion
- Have clear goals and review our performance against these on a regular basis