



**Leicestershire
& Rutland**
Wildlife Trust



Trustee Recruitment Pack
Leicestershire and Rutland Wildlife Trust

Message from the Chair

Thank you for your interest in a Trustee position with Leicestershire and Rutland Wildlife Trust.

If you are someone who values nature, it will not be news to you that local wildlife is facing its greatest challenges yet, with the twin crises of climate change and biodiversity loss. But through the work of the Trust we can help it recover.

The Trust has been working in the two counties for almost 70 years to defend and support nature and wildlife. We do this through our nature reserves and our work with other landowners, in our engagement with local communities, and in speaking up for nature at local and national level. Our 2030 Strategy – Bringing Nature Back – gives fresh impetus to our mission at such a crucial time for the planet.

We are looking for people passionate about the wildlife of Leicestershire and Rutland, and who want to make a difference. You don't need to have experience on a Trustee Council, or understand all the formalities of being a Trustee. We can offer you a full

induction, mentoring, training, and expenses where appropriate. In exchange you would use your skills, background and experience to help our work, offer new ideas, commit time to attend meetings, and be willing to learn more about being a Trustee and the work of the Leicestershire and Rutland Wildlife Trust.

This application pack tells you more about the Trust, the opportunity on offer, and the process of applying to be a new Trustee on our Council.

Being a Trustee is a serious commitment for anyone. But it is also an extremely rewarding experience, both in working for nature as part of a team, and in developing new skills as an individual. We look forward to hearing from you!



Ann Tomlinson
*Chair of Trustees,
Leicestershire and
Rutland Wildlife Trust*

Where we've come from

For nearly 70 years, Leicestershire and Rutland Wildlife Trust has been working to protect the wildlife and wild places of Leicestershire and Rutland.

Currently we manage 35 nature reserves covering more than 1,300 hectares (3,212 acres) including 19 Sites of Special Scientific Interest (SSSI), two National Nature Reserves and a Special Protection Area. Working with landowners, farmers and other stakeholders and partners, we focus on encouraging land management aimed at enhancing and improving biodiversity across the two counties, and especially in our six Living Landscape areas.

We are supported by a team of 35 staff, more than 600 volunteers, and over 19,000 members.

Although a locally-based charity, we are part of a national movement of 46 Wildlife Trusts, all with a shared purpose.

As members of the influential network of Wildlife Trusts, we are part of a collective covering the whole of the UK with 900,000 members, 32,500 volunteers, 2,500 staff and 600 trustees, all working together through a central unit, the Royal Society of Wildlife Trusts ('The Wildlife Trusts'). Together we are on a mission to restore a third of the UK's land and seas for nature by 2030 and to increase people's involvement with and experience of nature.

Each Wildlife Trust is an independent charity formed by people getting together to make a positive difference for wildlife, climate and future generations. We believe everyone, everywhere, should have access to nature and the joy and health benefits it brings. Across our national network we care for 2,300 diverse and beautiful nature reserves and we also work with others to manage their land for nature.



Where we're going

We're working towards making Leicestershire and Rutland counties where nature thrives, with wildlife and wild places cared for and enjoyed by all.

Species which are currently rare and threatened will once again be an everyday part of our countryside.

Children will grow up surrounded by wildlife. Urban or rural, people will have more access to nature, and people and communities across our two counties will be connecting with and taking action for nature – benefiting our health and wellbeing.

Our 2030 Strategy

For too long, nature in Leicestershire and Rutland has been in decline, largely due to the impact of human activity. Our 2030 Strategy focuses on reversing this decline.

To achieve this, we need more land protected for nature, more farmers and other landowners using sustainable practices, more government policies (local and national) and business practices shaped with nature in mind, and more members of the public volunteering, donating, wildlife-gardening, making

sustainable consumer choices, and speaking out for wildlife.

In short, we need more people – from all spheres – taking action for nature.

This is the principle around which Leicestershire and Rutland Wildlife Trust's 2030 Strategy is shaped.

[Our website](#) provides more detail on the range of work the Trust is engaged in, its resources, and its management, including details of our 2030 Strategy.

DAVID TIPLING/2020VISION



The Council of Trustees and its role in governance

Leicestershire and Rutland Wildlife Trust is led by its Council of Trustees. The Trustees are a small group of dedicated volunteers from across a broad spectrum of our community, all of whom have the desire to protect our local wildlife and wild spaces.

Trustees on the Council are also by definition directors of the Trust under Company Law.

The Council of Trustees has the responsibility of ensuring delivery of the Trust's charitable

objects: that is, what the charity has been established to achieve. The Council sets the strategic direction of travel, and maintains an overview of, as well as contributing to, the Trust's effectiveness in that delivery.

Trustees are required to bring to the Council their own personal expertise, experience, and skills. This, together with their commitment to their Trustee role, enables the Trust to operate efficiently and to meet its charitable and legal obligations.



The Opportunity

The Trust seeks to maintain a diversity of skills, ages, abilities and backgrounds on its Council. We are currently seeking to augment both the skills represented on our Council and the number of Trustees in place.

We welcome applications from anyone who is passionate about nature's recovery and believes they can contribute to the effective management of the Trust.

In this round of recruitment, we are interested to hear in particular from applicants who have skills, knowledge and experience in one or more of the following areas:

- Public relations and media
- Conservation management policy and/or practice
- Community outreach and youth engagement
- Large-scale grant funding
- Big Data management, visualisation and impact measurement.



CHRIS GOMERSALL/2020VISION



JANINA HOLUBECKI

The role of our Trustees

Key duties include:

- Ensuring the Trust pursues its stated objects and complies with its governing documents, Charity Law, Company Law and other relevant legislation, and applies its resources exclusively to the pursuit of its charitable objects
- Developing and agreeing a long-term strategy, ensuring that the organisation defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the organisation
- Ensuring the effective administration of the organisation, including maintaining appropriate policies and procedures
- Ensuring the financial stability of the organisation
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the Chief Executive Officer.

In addition, each Trustee should use any specific skills, knowledge or experience they have to help the Council of Trustees reach sound decisions.

The above responsibilities will involve a number of tasks for Trustees, such as: scrutiny of Council papers; leading or participating in discussions; ensuring focus on key issues; providing advice and guidance on new initiatives; or other issues in which a Trustee may have expertise or experience.



Why I became a Trustee

Anthony Biddle

"I have always been fascinated by nature and decided to put myself forward as a



Trustee in the late 1970s. Since then, I have found considerable satisfaction helping grow the Trust from its early days to its present position as a fantastic organisation fighting for wildlife and improving nature conservation across the two counties.

My role as a Trustee is certainly varied and I feel fortunate that I can use my professional skills to help the Trust develop. I would encourage anyone wishing to contribute to the Trust's work in this way to step forward."

Abigail Wilkin

"I wanted to become a Trustee because Leicestershire and Rutland Wildlife Trust is so vital in helping local nature flourish. The idea of becoming a Trustee was daunting at first; in fact, I almost didn't apply! But I'm so glad I gave it a shot, because being a young person hasn't held me back.



It's been a big learning curve, and really rewarding to develop new skills and confidence. By bringing plenty of enthusiasm and fresh perspectives, it is amazing to feel like I am making a real difference."

Person specification

- A commitment to the work of the Leicestershire and Rutland Wildlife Trust
- A willingness to devote the necessary time and effort to all aspects of the Council's work. Commitment of time may be dependent on ongoing workload (see following page)
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak one's mind
- 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 commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

How does the Council work?

The Council meets formally four times a year. It also organises the Annual General Meeting (AGM) where it reports to the Membership on the Trust's financial position, and its progress over the year towards achieving its objectives.

The Council of Trustees appoints, from within itself, its Honorary Officers: namely, the Chair, Vice-Chair, Treasurer and Secretary.

A Trustee gives their time and involvement on a voluntary basis. They will be expected to attend the Council's four meetings each year, as well as the AGM and any additional meetings that might be required periodically on specific topics (including sub-committees where relevant). They will be expected to be able to give adequate time to prepare for these meetings by reading the papers provided, so they can participate fully in discussions. They may also be asked to represent the Council at certain events and external meetings.

Trustees are also encouraged to step forward where possible to take on specific governance responsibilities, and generally to participate in the life and activities of the Trust.

The effectiveness of the Council and its governance of the Trust is subject to ongoing review by the Trustees.

There is an important distinction between strategic overview (the Trustees' role) and operational delivery (paid staff roles) that all Trustees are encouraged to understand and respect.

Useful links:

[Charity Commission - 'What's involved'](#)

[Charity Commission - 'The essential trustee: What you need to know and what you need to do'](#)

[Charity Commission – The Governance Jigsaw](#)

[Getting On Board – 'How to Become a Charity Trustee: A Practical Guide'](#)





How is a Trustee appointed and for how long?

There may be up to 21 Trustees of Leicestershire and Rutland Wildlife Trust. They are recruited by the Council according to skills identified and to ensure an effective number of Trustees is maintained.

Trustees are nominated by the Council for appointment by the Membership at the Annual General Meeting of the Trust held each November. Trustees can

complete a term of three years. At the end of each term a Trustee will decide whether to stand for re-election at the appropriate AGM. A Trustee can resign from the Council at any time. There is currently no upper limit to the amount of time a Trustee can serve, though that situation may change shortly, after our current governance review.



The recruitment process

The application window for this round of Trustee recruitment closes at midnight on 30th June 2024.

Thereafter the process will involve the following steps:

- Individual telephone/video call with the Chair – July 2024
- Review of applications by Selection Panel – July/August 2024

- In-person interviews of shortlisted candidates on 22nd August and 6th September 2024 (interviewees can attend on either date)
- Selected candidates nominated for election to Council – 25th September 2024
- Candidates put forward for election at the AGM – 23rd November 2024.

To apply

Please send your CV and a covering letter, explaining why you want to be a Trustee and why you think you would be suitable for the role, to: info@lrwt.org.uk

Please state '**Trustee Recruitment**' in the subject line of your email.

Application deadline is midnight on **30th June 2024**.

If you have any additional queries before you make an application, please email us on the above address.

Applicants who are subsequently invited to attend an in-person interview with the Selection Panel will need to be available on either 22nd August or 6th September. The interviews will be held at our Volunteer Training Centre, Rutland Water Nature Reserve, Meadow Way, Egleton, Oakham, LE15 8BP.





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*Thank you for your interest in becoming a Trustee
with Leicestershire and Rutland Wildlife Trust!*



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