



## Make a difference to carers in Leeds, join our board!

We are looking for new Trustees to join our Board, particularly those with a specialism in HR law or finance.

### ABOUT THE CHARITY

Carers Leeds is an independent charity that gives advice, information and emotional support to unpaid carers aged over 16. Established in 1996, our team of expert support workers are dedicated to improving the lives of the 74,000+ carers in Leeds.

The Carers Leeds Board is responsible for the governance of a charity, ensuring it is effectively and properly run and is meeting its overall purposes. Our charity's exemplary governance has resulted in the successful achievement of PQASSO Level 2 and also a GSK Impact award in 2017.

### ABOUT THE ROLE OF TRUSTEE

- To ensure that the charity complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that funds are only used in pursuance of the charity's objective
- To contribute to the Board of Trustees in its role of managing the charity - setting overall policy, and agreeing to strategic direction
- To safeguard the reputation and values of the charity
- To ensure financial stability and sound administration
- To be an effective steward of the charity's resources
- To appoint the chief executive and monitor their performance

As Carers Leeds is a company limited by guarantee, all Trustees will also become a Director.

The successful applicant will understand the third sector and have an understanding of unpaid carers.

The post is unpaid, but travel expenses will be covered.

### TIME COMMITMENT

There are usually four Board meetings a year, plus one away day but due to the exceptional circumstances of the Covid-19 crisis, we are currently meeting monthly. Meetings are usually held in central Leeds but are now held online by video conference.

Regular telephone/e-mail availability and occasional attendance at events in Leeds is also requested.

### APPLICATION

We would particularly welcome applications from those with a specialism in HR/legal skills or finance. However, we value diversity of perspective and lived experience and welcome applications from all backgrounds and fields.

Carers Leeds celebrates diversity and is a LGBTQ friendly organisation. We welcome applications from all sections of the community. To find out more about the vacancies and the Carers Leeds Board visit: [www.carersleeds.org.uk/about/board-of-trustees/](http://www.carersleeds.org.uk/about/board-of-trustees/)

To apply please download an application pack from our website and send your application to [kim.goulden@carersleeds.org.uk](mailto:kim.goulden@carersleeds.org.uk).

Applicants will be contacted by the Chair of the Board for an informal chat.

Carers Leeds is a Registered Charity No. 1058706 and Limited Company Registered No. 3242065