



TRUSTEE ROLE DESCRIPTION

The Board of Trustees is responsible for the overall governance and strategic direction of The Arts Society. It ensures that the Society's charitable objectives as laid down in Article 2 of the Society's Articles of Association are adhered to in accordance with the guidelines laid down by the Charities Commission.

Each Trustee Board member of The Arts Society must endeavour to:

- Ensure that the Arts Society complies with its Articles of Association, The Charity Governance Code for larger charities, charity law, company law, and any other relevant legislation or regulations.
- Understand and commit to the mission, goals, and objectives of the organization.
- Understand and uphold the fiduciary duty invested in the position of a Trustee Board Member.
- Understand the roles and responsibilities of all Trustee Board Members.
- Understand the roles and responsibilities of the senior management.
- To have an understanding of the needs and aspirations of the society's membership and of other stake holders.
- Prepare for and attend meetings of the Board of Directors.

Each Trustee Board member must be prepared to:

- Serve on Board committees and sub-committees as appointed or elected.
- Provide general advice and assistance to the organization upon request by Board members and/or staff.
- Provide reports, materials, and other items associated with Board responsibilities and activities.
- Inform the Board of all actual and potential conflicts of interest relating to the general purposes and activities of the organization and to specific issues before the Board.
- Undertake other responsibilities as requested by the Board, the Board Chair, or other officers of the Board.

Each Trustee Board member is required to adhere to The Arts Society's Code of Conduct for Trustees

Trustees act as voting members of the Board which has full authority and responsibility to develop policies, procedures and regulations for the operation of The Arts Society, and to monitor the organisation's financial health, programmes and overall performance. To achieve this, the Board must ensure that it approves and has oversight of all matters that

are reserved for the Board as laid down in the Arts Society's Statement of Board Reserve Powers. Such powers include (among others):

- The approval of all Governance policies and the monitoring of compliance with them.
- The approval of a strategic plan for The Arts Society and the monitoring and review of adherence to and the effectiveness of the plan;
- The approval and monitoring of the delegation of The Board's authority to individual officers of the Board, to Committees of the Board and to the Executive Management of the Society;
- The review and approve of The Arts Society's annual budget;
- The monitoring of financial performance and of adherence to the approved budget;
- The review and approval of an investment policy