

CHICHESTER COMMUNITY DEVELOPMENT TRUST



Let's make it happen

Role Description – Trustee legal

Chichester Community Development Trust (CCDT) Trust is at a very exciting point of its development with the Graylingwell Chapel refurbishment and a number of potential new business development opportunities and now looking to strengthen the Trustee Board. CCDT is a community enterprise, an organisation that trades for social purpose with profits reinvested, and was established in 2009 to deliver social and environmental benefits:

- To own, manage and maintain community facilities for the public and/or those who, by reasons of their youth, age, infirmity or disablement, poverty or social and economic circumstances, need such facilities
- To create training/ employment opportunities by providing workspace/ buildings/ land on favourable terms
- To advance education, training and retraining, particularly among unemployed people
- To promote public safety and the prevention of crime
- To develop the capacity and skills of the members of the community in such a way that they are better able to identify, and help meet, their needs and participate more fully in society
- To develop and encourage, foster and promote the physical, economic and social development and regeneration of the area by building partnerships with organisations with similar aims
- To protect or conserve the environment.

CCDT is located in North Chichester on the Graylingwell Park estate, an area of mixed social and private housing with many pockets of social deprivation. CCDT delivers programmes and activities to support community cohesion and to those:

- in low income families
- new residents moving into the area looking to become involved in their new community
- facing social isolation
- young people to provide positive activities for youth.

About the role

The legal trustee does not need to be a specialist in a specific field, but should be willing to familiarise themselves with the legal framework surrounding the organisation's actions and plans as required. These skills will be particularly useful in considering and executing significant changes to the shape of the organisation including collaborations, mergers, partnerships, contractual obligations and data protection. Trustees are expected to be the Board sponsor/lead on key projects/activities and work with the CCDT staff team to meet the strategic objectives of the organisation.

The legal trustee's expertise and engagement will play a significant role in strengthening the board of trustees. In particular, you will help CCDT to ensure it remains legally compliant whilst also playing a critical role in ascertaining the feasibility and challenges entailed in partnership working including the potential of mergers and appraising the implications of contracts, intellectual property and data protection.

With ambitious plans taking shape, this is a very exciting time to join CCDT and you will have an influence over the organisation, its future development and direction.

Time Commitment: up to 6 days per annum

Duration: Up to a maximum of 9 years

Location: Chichester

Remuneration: Unremunerated. Reasonable expenses will be reimbursed

Person description

- Analysis and challenge
- Strategic thinking and decision making
- Stakeholder relationship management
- Use of specialist skills and knowledge in your respective areas of professional expertise
- Team working and strong interpersonal skills
- Legal experience from either the private or public sector, though experience of the charity sector would also be advantageous.
- An understanding of the legal duties, responsibilities and liabilities of trusteeship.
- Understanding of data protection legislation and changing regulations.
- Understanding of charity legislation.
- Experience in a leadership role.
- Commercial and/or governance experience would be desirable

Essential Criteria

- Proven track record in business, not-for-profit or the public sector, ideally at a senior level and in a decision-making role;
- Commitment to the objectives of the organisation
- Good communication skills;
- Proven ability to assess risks and complex projects;
- Good analytical skills;
- A strategic approach to developing the objectives of the charity;
- Willingness to challenge and question;
- Team working approach;
- Impartiality, independence and fairness;
- Integrity and accountability;
- Confidence and authority;
- Reliability and consistency;
- An enquiring mind.

Time commitment

Trustees are expected to attend four board meetings per year as well as the annual AGM and local events

How to apply

To apply, please submit your CV along with a covering letter stating why you wish to join the organisation, how your skills would add value to the board and any other relevant information to:

Clare@chichestercdt.org.uk