

## Multi-Academy Trust

### PERSON SPECIFICATION: TRUSTEES

**Commitment:** At least three Trust Board meetings per year. More meetings are anticipated in the first year.  
Committee meetings (if a member of that committee)  
Remote involvement via email/telephone  
Regular review of reports and documentation

**Term of Office:** Four years

**Disclosure:** Enhanced DBS clearance  
Pecuniary and Business Interests (included on Register which is published on Trust website)  
Signing of Trust Code of Conduct

#### **Overall purpose:**

The Trustees are responsible for the strategic direction, broad policy framework and oversight of the Trust and all its Academies to ensure that the Trust's vision and values underpin its work and direction of travel. The Trustee role can be expressed as having three main parts: governors of the Trust; directors of the charitable company for the purposes of company law; and, trustees for the purposes of charity law. As governors of the Trust, the Trustees are responsible for setting the vision of the Trust, for holding the Chief Executive to account for the performance of the Trust and for ensuring that the Trust's funding is well spent. The Trustees are also responsible for ensuring compliance with company and charity law and with the Trust's funding agreement with the Secretary of State. The Trustees will act with integrity and avoid any personal conflicts of interest.

The Board of Trustees delegates authority for many functions to Trust committees and to Local Governing Bodies of the Trust Academies.

The key requirements for Trustees are reflected in the Trust Articles of Association, the funding agreement and the EFA Academies Financial Handbook. Trustees should follow the guidance in the DfE Governance Handbook which sets out the principles of good governance and the legal duties applying to, and core role and strategic functions of, Boards of Trustees. The duties of Trustees as company directors and charity trustees are described respectively in sections 170 to 181 of the Companies Act 2006 and in the Charity Commission's guidance CC3: the essential trustee: what you need to know, what you need to do.

#### **Main duties and responsibilities:**

The role of the Trust Board and the Trustees collectively is to:

- **To ensure that the Trust provides an inspirational education which allows all our children to realise their full potential as learners and citizens, as outlined in the Trust vision statement.**
  
- **Establish the overall Trust strategic direction and steer its development:**
  - Maintain the values and collaborative ethos of the Trust.
  - Scrutinise plans for Trust growth or consolidation.
  - Approve the terms of reference of the committees of the Board.
  - Approve the Trust's policy framework that identifies responsibilities for approving policies and keep this under review.
  - Review the effectiveness and skill set of the Board and agree appropriate changes to improve its performance.
  
- **Ensure good governance by:**
  - Ensure that the activities of the Trust are undertaken to fulfil the Trust objects as detailed in the Articles of Association
  - Oversee the performance of the Trust and its Academies and the implementation of plans focusing on Trust or Academy improvement
  - Ensure the Trust and Academies meet their statutory and legal responsibilities
  - Consider the interests of all of the Trust Academies when making decisions on, and implementing, Trust-wide policies
  - Ensure risks are managed and mitigated in an appropriate manner
  - Put in place effective leadership and hold the executive leadership to account.
  - Approve the Schemes of Delegation for governance of Academies at local level.
  
- **Ensure the financial probity of the Trust by:**
  - Ensuring that the Trust is financially competent and compliant and has a sustainable budget.
  - Approve the Trust's annual budget and keep this under regular review.
  - Ensure the Trust's assets and funds are protected and used in accordance with the law, Articles of Association, funding agreement and Academies Financial Handbook.
  - Ensure there is value for money, regularity and propriety on all transactions and in all decision making.
  - Approve the Trust's annual report and accounts.

- Oversee any significant capital expenditure and building projects and approve all funding applications.

### **Core competencies**

- Ambitious for the positive development of the MAT and for the children and families it serves.
- Work as a team
- Attend meetings and be prepared to ask questions, contribute to discussions and commit to agreed actions
- Be focused on problem solving and be ready to learn from past experiences
- Be respectful of the views of others and be open to new ideas and thoughts
- Treat all confidential information confidentially
- Act with integrity, avoiding any personal conflicts of interests
- Develop a deep understanding of the vision and ethos of the Trust and its Academies and of the roles played by all individuals in the fulfilment of the Trust's mission
- Understand the policies and procedures of the Trust and how these flow down to the Academies
- Act as an ambassador for the Trust and its Academies and support them in public
- Commit to self-evaluation, training and development
- Adhere to the Nolan Principles in their conduct.

### **Competencies across the group of Trustees:**

- Understanding of the education system including teaching and learning and assessment.
- Safeguarding of young people
- Understanding of inclusive education.
- Sound financial and risk management expertise.
- Human resources
- Legal
- Health and safety
- Strategic planning
- Public Relations/Media/Communications
- Experience of educational governance.
- Understanding of the local community and its economy.