



Trustee - Fundraising; CPRE Sussex

CPRE Sussex fights for a better future for the Sussex Countryside. We work locally to protect, shape and enhance our beautiful, thriving countryside for everyone to value and enjoy.

We aim to influence decision making on a range of environmental and land-use issues. At CPRE Sussex we have an opening on our Executive Committee for a new Trustee to help govern the charity and guide our future work, with a particular focus on fundraising strategies, leading a team of volunteer fundraisers.

Trustee duties involve:

- setting strategies for the raising of funds through grants, donations and events.
- overseeing volunteers working specifically to set up and manage events and raise funds through a variety of methods.

You will also have the responsibilities in common with other Trustees, including:

- contributing actively to the role of the Executive Committee in giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets
- ensuring that the charity complies with its constitution, charity law, company law and any other relevant legislation or regulations
- safeguarding the good name and values of the charity
- ensuring the effective and efficient administration of the charity
- ensuring the financial stability of the charity
- protecting and managing the property of the charity and ensuring proper investment of the charity's funds
- appointing staff and monitoring their performance
- being an advocate for the charity at all times - asking people to join, giving out leaflets, gathering names of interested parties and talking about our work

In addition to their statutory duties, our Trustees often get involved in other activities and responsibilities according to their specific interests, knowledge experience and time.

What we need from you:

You will be home-based, carrying out activities around your other commitments and attending meetings at our branch office in Blackboys, East Sussex and other locations in East and West Sussex.

You should have a proven track record of success in managing fundraising activities, preferably in a UK-based charity

This is an excellent opportunity to play a senior role in a respected local environmental organisation, applying your management skills and experience to make a real difference and to be part of a friendly and passionate group.

All charity Trustees should have:

- a commitment to the work of CPRE
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- a willingness to devote the necessary time and effort to their duties as a trustee
- strategic vision
- good, independent judgement
- an ability to think creatively
- a willingness to speak their mind and participate fully in meetings

Ideally, we also hope that you could offer us:

- a strong interest in the countryside
- sound computer literacy - the internet, e-mail and MS Word or equivalent

As a guide, we anticipate this voluntary role will take 2-10 hours per week, with attendance at a minimum of five meetings per year.

What's in it for you?

CPRE volunteers are motivated to help for a range of reasons, but normally they have a strong interest in protecting and enhancing the environment, as well as encouraging people to enjoy the countryside and all it has to offer.

Benefits include:

- A great opportunity to use your existing experience and to develop new skills
- Working with others to make a difference both locally and nationally
- The potential to meet and discuss issues with a wide range of like-minded people
- Opportunities to attend local and national CPRE activities, events and workshops

The role is voluntary although we will pay all out-of-pocket expenses with prior agreement, in line with our Volunteers Policy.

If you would like more information please contact Lesley Wilson in the office, email her at Lesley.wilson@cpresussex.org.uk or call 01825 890975. You can also call David Johnson at 07738 860256 to discuss CPRE and the Trustee role informally. To apply please email a copy of your CV to Lesley at the above email address.

We look forward to hearing from you.