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| Title: | Board of Trustees Role Specification |
| Date: | June 2021 |
| Classification: | Public |
| Document Owner: | CEO |

Primary Role of Trustees

The primary role of our trustees is to ensure we are:

- Ensuring Spruce is carrying out its purpose for the public benefit
- That Spruce complies with our governing document and all statutory and or regulatory requirements
- Acting in Spruces best interests
- Managing our resources responsibly
- Acting with reasonable care and skill in the execution of our duties
- Accountable for decisions and actions taken
- To provide functional advice and guidance in keeping with individual expertise or experience to support the staff team if required

Person and Skills Specification

The following is a list of the key requirements for the role of a trustee. It should be noted that training, support, and development will be provided for the postholder, where required.

| Requirement | Essential | Desirable |
|--|-----------|-----------|
| An understanding of, a commitment to, and a passion for social enterprise, its purpose and its work and values. | | ✓ |
| Objectivity, fairness, independence of mind, integrity, wisdom, discretion and good judgment. | ✓ | |
| Commitment to equality and social justice. | ✓ | |
| A commitment to and basic understanding of the reuse/circular economy sector. | | ✓ |
| Experience in or an understanding of the challenges faced by unemployed people on their road back to work. | | ✓ |
| Strategic vision and leadership to contribute to Corporate Strategy development. | | ✓ |
| A commitment to act solely in the best interest of Spruce Carpets Limited, and of the community it serves, without regard to personal interest or benefit. | ✓ | |
| Readiness to take and be accountable for decisions. | ✓ | |

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| A lively awareness of how the world is changing politically, economically, and socially. | | ✓ |
| The necessary time to be an effective board trustee. | ✓ | |
| A good team player. | ✓ | |
| Self-aware and self-managing. | ✓ | |
| No significant potential conflicts of interest. | ✓ | |
| Board and committee level decision making. | | ✓ |
| Experience of organisations with stakeholders. | | ✓ |
| A broad experience of good governance in business, and Charitable organisations. | | ✓ |

Core Competencies

| Requirement | Essential | Desirable |
|--|-----------|-----------|
| Ability to challenge positively | ✓ | |
| Analytical skills | | ✓ |
| Ability to work collaboratively to reach consensus | ✓ | |
| Communication skills | ✓ | |
| Ability to act as an ambassador for the organisation | ✓ | |
| Ability to be creative and logical | | ✓ |
| Ability to interpret information | ✓ | |
| Ability to maintain a customer focus | | ✓ |

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Applications close 20th July 2021 – for more information or chat please email or call Austin Hardie on the details below:

austin@sprucecarpets.org.uk

[Tel:07792092431](tel:07792092431)

www.sprucecarpets.org.uk

Alternatively, please feel free to submit a CV and a brief covering note outlining what you believe you can contribute as a trustee of Spruce – CV's to the above email.

Please also help us by sharing this opportunity across your networks to anyone you think may be interested in helping us.