



## Charity Trustee

Debt Advice Foundation is a registered national debt advice and education charity, based in Darwen, Lancashire.

The charity aims to tackle the causes and impact of problem debt. We do this through our DebtAware education programme, which provides children with the knowledge and skills they'll need to manage their money with confidence in years to come and through our free debt advice telephone helpline, for those that are impacted by debt today.

### The role

Our trustees play a vital role in making sure that Debt Advice Foundation achieves its objectives.

They do this by ensuring the charity has a clear strategy that aligns with its aims, effective governance procedures to ensure it meets its legal obligations and by supporting the executive team to effectively execute the charity's strategic plan.

### Duties

- Agree the charity's vision and objectives.
- Approve organisational strategies and monitor and evaluate progress.
- Oversee financial plans and budgets and monitor and evaluate progress.
- Review and approve annual financial accounts.
- Identify and monitor organisational risks.
- Provide support and challenge to the executive in the exercise of their delegated authority.
- Adequately prepare for and attend board and sub-committee meetings.
- Use independent judgment, acting legally and in good faith to promote and protect Debt Advice Foundation's interests.

### What we are looking for

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking of our board.

You do not need previous governance experience.

### Personal skills and qualities

- Enthusiasm for our vision and mission.
- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.

- Effective communication skills and willingness to work collaboratively with your Board colleagues is essential.
- A strong personal commitment to equity, diversity and inclusion.
- Willingness to network on behalf of Debt Advice Foundation and connect the charity to relevant organisations.

## Terms of office

- Trustees are appointed for an unlimited term of office.
- This is a voluntary position, but reasonable expenses are reimbursed.

## Time commitment

- Attending four board meetings annually. Currently meetings are held at the charity's office in Darwen, Lancashire.

## Committee membership

Ad hoc and occasional support through working groups and / or support to the executive team.

## Applications

If you would like to apply for this position, please submit a copy of your CV along with you covering letter at <http://www.debtadvicefoundation.org/careers>. Alternatively, you can write to us at:

Human Resources  
Debt Advice Foundation  
1 Anchor Court  
Commercial Road  
Darwen  
Lancashire  
BB3 0DB

Debt Advice Foundation is a Disability Confident Employer.

## About Debt Advice Foundation

Debt Advice Foundation is a national debt advice charity (number 1148498). We help more than ten thousand people every year get back in control of their finances.

We're authorised and regulated by the Financial Conduct Authority (no. 692492).

We hold the Advice Quality Standard quality mark.

We're a member of AdviceUK, the UK's largest network of free, independent advice centres and all of the charity's advisors are associate or qualified members of the Institute of Money Advisors.

The charity is also a registered supporter of the All-Party Parliamentary Group on Financial Education for Young People and the All-Party Parliamentary Group on Debt and Personal Finance.

