



ABOUT THE TRUST FOR SUSTAINABLE LIVING

The mission of the Trust for Sustainable Living is to further the understanding of sustainable living in the UK and abroad through high-quality education. The Trust's vision is for future generations to be inspired to imagine, and equipped to achieve, a sustainable future.

The Living Rainforest visitor centre is operated and run by the Trust for Sustainable Living. At the Living Rainforest, we strive to make learning about life fun. Visitors are immersed in real rainforest experiences. Our interpretation links plants, animals, ecosystems, human needs, economies and cultures. We aim to delight and challenge, building on the incredible biological and cultural diversity of planet Earth. The Living Rainforest offers a unique educational visit for people of all ages to learn how the future of tropical rainforests and other ecosystems is closely connected to human lives and lifestyles.

Trustee Job Description

We would like to continue to strengthen our Board by adding trustees with a diversity of skills and experiences. The Trustee Board seeks to maintain a membership that has a wide ranging level of experience so that the Board as a whole has the skills and experience to draw upon in its governance and decision making roles.

In addition, the Board has a number of honorary roles appointed from its membership in order to ensure (i) the effective running of the Board and (ii) that the Board is able to meet its obligations and responsibilities. These are described fully below.

Qualities of a Trustee are

We require that each of our trustees has the following qualities:

- integrity
- a commitment to the organisation and its objectives
- 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
- an ability to work effectively as a member of the TSL team

We also desire the following qualities from our trustees:

- an ability to think strategically
- good, independent judgment
- an ability to think creatively
- an ability to listen well
- willingness to speak their mind

Skills and experience of a Trustee

The Board of Trustees will need skills and experience in the following areas:

- setting goals and targets
- monitoring and evaluating performance and programmes in charitable and commercial organisations

- financial management
- education and learning
- knowledge of the international sustainable development dialogue and Sustainable Development Goals (SDG's)
- knowledge of the global Education for Sustainable Development agenda (led by UNESCO)
- charitable and other legal and compliance matters
- fundraising experience
- recruitment and personnel management, including a knowledge of employment legislation
- public relations and marketing
- computers and information technology
- project development

The Duties of a Trustee are

- to ensure that the organisation complies with its governing document, organisation law, and any other relevant legislation or regulations
- to ensure that the organisation pursues its objectives as defined in its governing document
- to ensure the organisation applies its resources exclusively in pursuance of its objectives
- to contribute actively to the Trustee Board's role in giving firm strategic direction to the organisation, setting overall policy, defining goals and targets and evaluating performance against agreed targets
- to safeguard the good name and values of the organisation
- to represent the company at functions and meetings as appropriate
- to declare any conflict of interest while carrying out the duties of a Trustee
- to be collectively responsible for the actions of the organisation and other Trustees
- to ensure the effective and efficient administration of the organisation
- to abide by the equal opportunities policy
- to ensure the financial stability of the organisation
- to protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds
- to make sure the organisation is properly insured against all reasonable liabilities
- to appoint and support the senior management and monitor their performance
- in addition to the above statutory duties of all Trustees, each Trustee should use any specific knowledge or experience they have to help the Board of Trustees reach sound decisions. This will involve scrutinizing Board papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the Board on new initiatives or other issues relevant to the area of the organisation's work in which the Trustee has special expertise
- to participate in meetings and attend in person wherever possible
- to read papers in advance of meetings
- to participate in sub-committee meetings as appropriate
- to participate in other tasks as arise from time to time, such as interviewing new staff, helping with fundraising and assisting with the development of new contacts and partnerships
- to keep informed about the activities of the organisation and wider issues which affect its work