**1. ROLE DESCRIPTION**

East Ayrshire Leisure Trust Board comprises of East Ayrshire Council Councillor Trustees and Independent Trustees, one of whom is a Trade Union Nominated Trustee. Each will be a full member of the Board and should bring their own particular experience and expertise to the role of Trustee.

The Trustee will be expected to work with the other Trustees to discharge the functions of the East Ayrshire Leisure Trust Board and in particular to be the **Trustee Ambassador for ‘Creating a Solid Foundation for Growth’:**

**Statutory duties**

* To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations
* To ensure that the organisation pursues its objects as defined in its governing document
* To ensure the organisation uses its resources exclusively in pursuance of its objects
* To contribute actively to the board of trustees’ role in giving advice and guidance on the strategic direction of the organisation and evaluating performance against agreed targets
* To safeguard the good name and values of the organisation
* To ensure the effective and efficient administration of the organisation
* To ensure the financial stability of the organisation
* To protect and manage the property of the charity and to ensure the proper investment of the charity’s funds
* To appoint the Chief Officer and monitor their performance

**Other Duties**

* Advising on delivering East Ayrshire Leisure Trust’s Delivery plans, in line with our Strategic Vision
* Maximising the benefits East Ayrshire Leisure Trust’s charitable aims
* Contributing to and advising on the management of the effective performance of the Trust’s activities and ensuring achievement of its aims
* Reviewing management proposals on resource allocation and how these resources are deployed to meet East Ayrshire Leisure Trust’s objectives
* Taking an active and informed role in the implementation of Board decisions
* Ensuring that governance arrangements are sound and properly implemented; and

ensuring probity and propriety in the workings of the organisation

* Ensuring that East Ayrshire Leisure Trust builds a sustainable future through a focus on the implementation of a performance culture, commercialisation, hospitality and retail, whilst striving to attract a variety of additional income streams

**2. PERSON SPECIFICATION**

**Essential Criteria**

* Demonstrate an understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship
* Demonstrate commitment to the Trust’s objectives, aims and values and willingness to devote time to carry out responsibilities
* Exhibit independent judgement, political impartiality and the ability to think creatively in the context of the organisation and external environment
* Ability to balance tact and diplomacy with willingness to challenge and constructively criticise
* Provide strategic vision and direction
* Ability to work effectively as a member of a team
* Experience of partnership working
* Ability to demonstrate the Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
* Experience of financial management, processes and business development

**Desirable Criteria**

* Prior experience of committee/trustee work
* Knowledge of the type of work undertaken by the organisation
* A wider involvement with the voluntary sector
* Experience of committee work
* Experience of charity finance / charity fundraising
* Leadership skills exercised through a period of change/ and or development