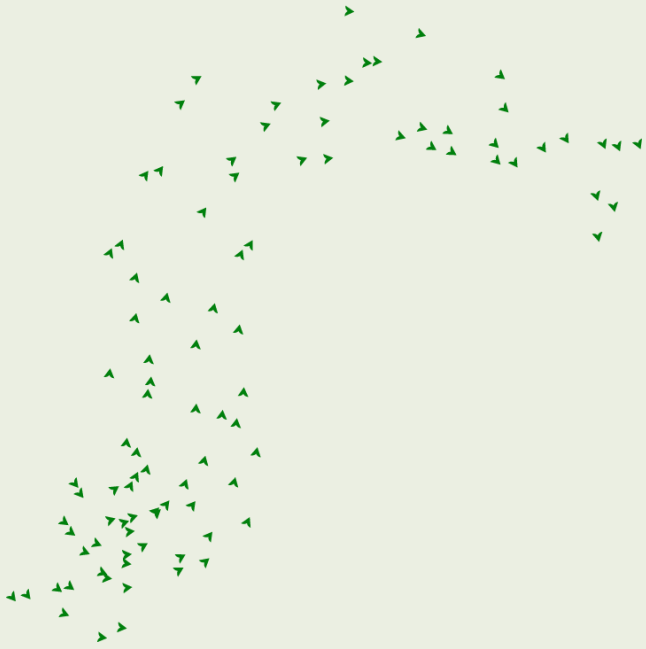




TRUSTEE RECRUITMENT PACK

Will you lend your time, insight and expertise to
change the world on your doorstep?

ABOUT US

Somerset Community Foundation (SCF) (charity no.1094446) helps passionate people in Somerset change the world on their doorstep by funding local charities and inspiring local giving and philanthropy.

We provide rewarding and impactful ways for donors to give to the people, places and causes they care most about in Somerset. Working with individuals, businesses and public sector partners, we're the largest independent funder of local communities in our county.

Since we were founded in 2002, we've awarded almost £40 million in funding, to thousands of local charities and social enterprises, and hundreds of individuals, building stronger communities and changing thousands of people's lives across Somerset.

We're also building a significant endowment, currently worth c.£17m, as a long-term asset to sustain our support long into the future.

We've grown significantly in the past 7 years, and our new strategy sets out ambitious plans through to 2035, increasing our impact and influence and building a Foundation that will benefit our communities for generations to come.

SCF is part of a network of 47 Community Foundations operating throughout the UK. Together we're one of the largest funders of communities across the nation.

OUR VALUES

WE'RE HERE FOR EVERYONE - We embed diverse perspectives throughout everything we do and welcome and value the uniqueness in everyone.

WE DRIVE EQUITY - We work to better understand the needs, challenges, dreams and aspirations of historically underfunded communities and take positive action to redress the balance.

WE ACT WITH INTEGRITY - We're transparent about how and why we do things and always do the best we can.

WE LEAD WITH KINDNESS - We're supportive, compassionate and respectful to each other and everyone we serve.

WE STRIVE TO BE BETTER - We seek and reflect on feedback and insight, foster collaboration and share our learnings to get better results.

Ark at Egwood is a land-based social enterprise based in South Somerset, funded by Somerset Community Foundation



OUR COMMITMENT TO YOU

We're looking for people who may be considering taking their first step in a trustee role or may have been involved with trusteeships previously. Our staff and existing Trustees will provide opportunities to grow and learn as part of the role, and we'll provide training and mentoring as required. As a member of our Board, we'll provide:

- a thorough induction and ongoing opportunities to grow and learn through the role
- opportunities to shape the direction of the charity
- meet and spend time with people from a variety of different backgrounds
- see the impact our funding makes in the hands of local organisations
- expenses to cover items such as travel and childcare to enable you to fulfil your role.

THE OPPORTUNITIES

We're building our Board of Trustees to provide us with the skills and expertise we need to sustain the highest standards of governance, while reflecting the diversity and expertise of the communities we work with.

As a Trustee you'll:

- have strong links with Somerset, though you do not have to live in the county
- support and promote the Foundation's mission
- be able to give the time commitment to carry out the role effectively.

You'll share our passion for Somerset and have the range of skills and experience needed to support the delivery of our mission. As far as you're able, you'll use your contacts and networks to support the development and growth of the Foundation.

We have vacancies for 3 roles on our Board to bring skills, insights, expertise and experience to further our work in Somerset.

In each of these roles we're looking for people that are supportive of our work while bringing fresh insights and perspectives. That is why we welcome applications from members of diverse communities or backgrounds, including young people, and those who bring lived

experience or knowledge of activities undertaken in the programmes we fund.

In addition, if you feel you have lived experience that could help us in our mission, even if it does not match the roles we have set out here, we would be very interested in hearing from you.

1. Hinkley Point C (HPC) Community Fund Panel Member

The HPC Community Fund is our largest programme and has reached a pivotal moment. We're looking for someone who can join this panel as an SCF Trustee, bringing practical experience and/or strong advocacy of working in or with grassroots community organisations or in community development.

You'll be involved in awarding over several million pounds of vital funding to hundreds of charities, community groups and social enterprises in the coming years. You do not have to live in the area around the HPC development, but some local knowledge of the area would be useful.

It is one of our busier trustee roles. In addition to attending 4 Board meetings a year and an away-day, there will be 4 HPC Community Fund Panels, and we'll probably ask you to oversee other elements within the delivery of the HPC Community Fund. We estimate that you would need, on average, to contribute 3-4 days a month preparing for and attending meetings.

2. Professional Adviser Lead

Working with professional advisers – financial planners, private client solicitors and accountants – is one of the most effective ways we can reach people with the means and passion to support good causes in Somerset.

Many of the largest Charitable Endowment Funds we hold came to us because a professional adviser referred a client to us. This includes referrals from large national firms through to small, local independent practices. But we've only just scratched the surface.

We want to be the 'go-to' option for local professionals when their clients ask about charitable giving and we're looking for a Trustee who understands this world to help us hone our messaging, develop new routes to reach more advisers across the county, and, if they can, use their own experience and networks to help us meet the right people in local firms.

3. Sustainable Futures Champion

As you'll see in our Strong Roots, Shared Futures strategy, we're committed to building a Community Foundation that not only creates an impact today, but is capable of growing its impact for future generations.

We're already piloting new ways of working but our ambition is to go much further and play a more significant role in building strong, resilient communities that are better equipped to face the social, environmental and economic challenges ahead and make the most of new opportunities in a changing world.

We're seeking a Trustee that can bring thought leadership to our Board to develop our thinking, shape our charity and influence our work. We know there are no easy answers or quick solutions, but equally we know the decisions we make today can have long-term impacts for our charity and the communities we serve today.

In addition to attending 4 Board meetings a year and an away-day, you'll be expected to be a source of advice, guidance and inspiration to our Senior Leadership Team. And from time to time we'd like you to attend sub-committee meetings or working groups to provide advice and expertise.

YOUR COMMITMENT TO THE FOUNDATION

Our Board of Trustees has an essential role in ensuring the success of the Foundation and are responsible for ensuring that:

- the Foundation carries out our charitable purposes and complies with our legal and regulatory obligations
- the Foundation's resources are applied responsibly
- the Foundation is accountable for its actions.

To find out more, the Charity Commission's ['The Essential Trustee'](#) is a helpful guide.

As a Trustee you'll attend 4 Board meetings a year, unless unavoidably prevented. Three of the meetings are usually no longer than 3 hours, and one is usually a full day. You'll need to also allow time to prepare for these meetings in advance. We try to vary meetings around different venues in Somerset and make use of online and hybrid meetings to maximise attendance. Meetings are typically in the afternoons, but we'll consider changes to this from 2026 onwards to ensure we can be as inclusive as possible.



Local groups funded through the
Hinkley Point C Community Fund
are invited to an annual networking
event to boost local networks

In addition, most Trustees will sit on at least one sub-committee such as the HPC Community Fund Awards Panel or our Finance & Governance Committee. Most of our sub-committees meet 4 times a year. While we prefer Trustees to attend meetings in person, we offer hybrid options for those who are unable to attend meetings in person. However, please note, the annual Board away-day is an exclusively in-person meeting.

Many of our Trustees also provide guidance and advice to SCF staff from time-to-time. However, as a Trustee you're not responsible for the day-to-day running of the Foundation. That responsibility is delegated to the Chief Executive and their team.

As a rough guide, and depending on your role, you may need to commit typically 2 days a month to prepare for and attend meetings and support the Foundation. Trustees are appointed for up to 3 terms of 3 years.

While a Trustee is a voluntary position, reasonable expenses will be covered by the Foundation. This may include travel expenses or the costs of childcare or other caring responsibilities to enable you to attend SCF meetings. If potential loss of income is a prohibitive factor for you, please do contact us to discuss.

HOW TO APPLY

If you need any support applying, or to make this process more accessible, please do not hesitate to contact us.

Send us a CV or similar outlining your experience and skills with a covering letter explaining how you would use your knowledge to help the Foundation and why you'd love to join our Board.

Please send this by email to: apply@somersetcf.org.uk

- **Closing date: Wednesday 22 July at noon.**
- **Interview dates (preferably in person): Friday 14 August, Tuesday 18 August or Friday 21 August (to be confirmed after applying).**
- **Appointment to take place at SCF's Annual General Meeting: Friday 16 October.**

If you'd like to have a chat with us about the role please email: info@somersetcf.org.uk to book a time to speak with either our CEO, Justin Sargent or the Chair of our Trustee Search Committee, Amanda Ellingworth (about life as an SCF Trustee).

We look forward to hearing from you.