



Role Profile – Trustee

Thank you for your interest in becoming a Trustee with Volunteering Matters.

Our Trustees play a vital role in helping us champion the power of volunteering to bring people together, tackle social inequalities, and create positive change in communities across the UK. We're looking for individuals who are passionate about our mission and keen to help shape our future.

What Being a Trustee Involves

As a Trustee, you'll be part of a supportive and committed Board that works together to guide the charity's strategic direction and ensure good governance. Your involvement will include:

- Attending four **Board meetings a year** (usually quarterly)
- Taking some time to prepare by reading reports and being ready to contribute to discussions
- Being available occasionally for **ad hoc or urgent matters** that may need timely decisions
- Joining our **annual Trustee strategy session**

We also warmly encourage Trustees to visit our local projects and meet volunteers and staff whenever possible. It's a great way to see the impact of our work first-hand and to connect more deeply with the people who make it happen.

This is a **voluntary role**, but we cover any expenses you incur while carrying out your duties as a Trustee.

Purpose of the Role

The Levy Centre, 18-24 Lower Clapton Road, London, E5 0PD

Volunteering Matters is a registered charity in England and Wales no. 291222 and in Scotland no. SC039171. Volunteering Matters is a company limited by guarantee no. 1435877.

As a Trustee, your key role is to work collaboratively with the rest of the Board to help Volunteering Matters achieve its vision and deliver on our mission through strong governance, effective strategy, and meaningful impact.

Your Key Contributions

As a valued member of our Board, you will:

- Support and uphold the values and purpose of Volunteering Matters in everything you do
 - Help us follow the principles set out in our Trustee Code of Conduct
 - Work with the Board and Leadership Team to shape and oversee the delivery of our strategic plan
 - Bring your own networks and ideas to help raise the profile of our work and open up new opportunities
 - Represent Volunteering Matters at events or meetings when needed
 - Contribute to a culture of good governance, openness and accountability
 - Help ensure we use our resources responsibly and with care
 - Be involved, where appropriate, in the recruitment of our Chief Executive and senior leaders
 - Take part in a Trustee induction and any further training that supports your development in the role
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What We're Looking For

We're looking for people who believe in the value of volunteering and want to use their experience to make a real difference. You don't need to have previous Trustee experience — what matters most is your commitment and willingness to contribute.

You'll bring:

- A genuine interest in our mission and values
- Enthusiasm for the role volunteers play in strengthening communities
- A collaborative spirit and openness to different perspectives
- The time and energy to contribute meaningfully
- A commitment to **diversity, inclusion and anti-racism**
- An understanding (or willingness to learn) about the legal responsibilities of Trusteeship
- The ability to act in the best interests of the charity and support its positive reputation

We Value Lived Experience

We strongly encourage applications from individuals who bring lived experience that reflects the diversity of the communities we serve. We believe this enhances our learning, deepens our understanding, and improves our decision-making as a Board.

Together, We Can Make a Difference

As a Trustee you'll be part of a team that's passionate about making a difference through volunteering. You'll help shape the future of a respected UK charity, develop your leadership and governance skills, and connect with people who care deeply about social change.

If this sounds like something you'd like to be part of, we'd love to hear from you.