

## ESSENTIA FOUNDATION SCIO

### TRUSTEE ROLE PROFILE

#### Overview:

The Essentia Foundation SCIO is a registered Scottish grant giving charity (SC050660). It has been in existence for several years. The grants the Essentia Foundation (our working day to day operating title) awards each year are funded from the income earned on our invested capital.

In 2020 the Board of Trustees changed and a new Chair and two other Trustees were recruited. In 2021 The Essentia Foundation changed its charitable status from a Trust to become a Scottish Charitable Incorporated Organisation (SCIO). The charity continues its journey of transformational change. In recent months we have reviewed our relationship with key strategic suppliers, developed and agreed our strategic plan, developed, and launched our website ([www.essentiafoundation.org.uk](http://www.essentiafoundation.org.uk)) and have awarded grants to charities who support children and young people and whose turnover is less than £250k.

As per our agreed strategic plan we are now looking for additional trustees to strengthen our Board.

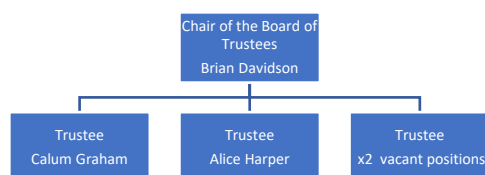
#### Role Purpose:

Trustees are appointed based on their interest and experience in the charity's objectives and bring experience in the area of charity governance and key operational areas of investment management, marketing, and finance.

Induction is provided by the other trustees and our professional advisors as appropriate. Further development opportunities are provided as and when required.

#### Location: Scotland

#### Organisational Structure:



N.B. Essentia Foundation does not own or lease any administrative buildings, nor does it employ any staff currently. The Board of Trustees work with strategic suppliers to carry out key activities relating to our charitable objectives and mission and strategic plan.

#### Key Responsibilities

- You must act in the interests of the charity and as a member of the Board comply with the 2005 Act (this provides a broad framework that all Trustees must work within)
- Work with the Chair and Trustees to drive our agreed strategy that promotes-effective governance, continual improvement, growth, and future sustainability, increasing our profile and retaining a culture of openness and transparency.

- Ensure attendance and contribution at all Board meetings and as required meetings/development opportunities.
- Participation in the succession and development needs of the Board with a view to enhancing its overall effectiveness.
- Work closely with the Chair and Trustees providing strategic support, advice, and effective communications.
- Promote the culture of the Essentia Foundation and engagement with key stakeholders.
- Ensure confidentiality in matters relating to the Essentia Foundation.
- Keep updated in relation to relevant legislation and regulation
- Comply with Charity Trustee Duties as outlined by the Scottish Charity Regulator: OSCR.
- Notify the Board of any conflict of interest

### **Person Specification**

(Knowledge, skills, qualifications, competencies)

#### **Essential**

- Leadership skills-proven track record
- Strategic focus-proven track record of developing and delivering
- Strong communicator
- Impact and influence across a wide range of stakeholders
- Managing risk
- Leading change
- Board experience
- Knowledge of the regulatory environment in which we operate

#### **Desirable**

- Experience in a larger growing charity with a national footprint
- Knowledge and experience of health and social care and community development (children and young people)
- Knowledge and experience in any of the following areas: marketing, business development charity networks
- Previous Trustee experience