​Bath Gateway Out and About provides a wide range of age appropriate fun social and leisure activities for fifty or more adults with learning disabilities. We provide activities that can make a real difference to our members’ lives, not only integrating them into the local communities around Bath but also increasing their confidence and independence.

As a Trustee, with your co-Trustees you must make sure that the charity is carrying out the purposes for which it is set up, and no other purpose.

**Specifically**

* Ensure that the organisation complies with its governing document/objectives, charity law, and any other relevant legislation or regulations.
* Contribute actively to the board of trustees by giving firm strategic direction to the charity, setting overall policy, defining goals, setting targets and evaluating performance.
* Ensure that the organisation does not spend money on activities which are not included in its own objectives, no matter how worthwhile or charitable those activities are.
* Safeguard the good name and values of the organisation.
* Represent the charity at functions and meetings as appropriate.
* Prepare for and attend committee meetings (every 6 weeks), including our AGM (Annual General Meeting).
* Declare any conflict of interest while carrying out the duties of a trustee.
* Ensure the effective and efficient administration and running of the charity.
* Participate in other tasks as may arise from time to time, such as interviewing new staff or helping with fundraising.
* Finally, each Trustee should try to use any specific skills, knowledge or experience they may have to help the board of trustees reach sound decisions.

**Qualities**

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| --- | --- |
| * Integrity. * Commitment to our charity and objectives. * Willingness to devote the necessary time. * Good, independent judgment. | * Good, independent judgment. * Strategic vision. * Ability to think creatively. * Willingness to speak their mind. |

**Useful Skills and Experience**

* HR
* Finance
* Software and IT