

SAPERE legal trustee role description and person specification:

Role Summary

Role title:	Trustee (voluntary post) with legal experience
Responsible for:	Works closely with the Chair and Directors, and will join the Finance, Governance and Risk committee
Remuneration:	Reasonable expenses as per the Charity Commission's guidelines
Time commitment: Maximum of 6-8 days a year	Board meetings : 4 Saturdays a year in London or Oxford with ad hoc conference calls approximately 4 times a year and short Zoom sub-committee meetings (about 6 per year). Strategy: 2 days every 3 years when the strategy is revisited and revised Year End: ½ day to review statutory accounts and annual report prepared by others and report to board as part of Finance, Governance and Risk Committee Annual General Meeting: ½ a day per year Ad Hoc: be available to the Chair or Directors as a sounding board for any legal issues that arise.
Background:	Legal

The Board of trustees has responsibility for governance of the charity and ensuring that it delivers on its charitable objectives. SAPERE's mission is to train teachers in Philosophy for Children which encourages children to think critically, creatively, collaboratively and caringly. We help children, particularly those facing disadvantage, to become lifelong learners.

SAPERE charges for its courses and therefore runs a charitable business. As a result, the usual legal issues which face a business arise for SAPERE as well as the usual legal issues which face a charity. SAPERE has had a lawyer on the Board for the last 10 years and this has proved very useful for general support to the board. SAPERE does however have HR consultants who advise as appropriate and is looking to engage a firm of solicitors to help with routine legal advice.

The trustee will:

- Guide and advise trustees on the legal requirements for and implications of the charity's strategic plans
- Guide and advise trustees in the process of formally approving the annual report and audited accounts, and in managing the appointment and resignation of trustees.

The Finance Risk and Governance committee has oversight of areas such as financial planning, audit and reporting, health and safety, complaints, regulatory compliance, policies and safeguarding.

SAPERE seeks to embody the values of thinking and acting in a caring, creative, critical and collaborative way (known within SAPERE as the 4Cs), and this is an important part of the way we conduct the business of the Board and the charity.

SAPERE is also particularly keen to increase the diversity of its board so as to make the organisation more inclusive and candidates who can increase that diversity are particularly encouraged to apply.

PERSON SPECIFICATION	Essential (E) or Desirable (D)	How assessed? Application (A) Documentation (D) Interview (I)
Education		
Professionally qualified lawyer	E	A, D
Relevant Knowledge		
Demonstrable commercial and legal awareness and knowledge	E	A, I
Knowledge of law in specific fields of charity, employment or commercial law	D	A, I
Experience		
Professional or in house legal practice	E	A, I
Relevant Skills/Aptitudes		
Proven ability to communicate and explain legal concepts to members of the Board and other stakeholders	E	A, I
Analytical and evaluation skills, demonstrating good judgement	E	A, I
Good communication and leadership skills	E	A, I
Resilience, perseverance and the confidence to ensure appropriate attention is given to focus on legal and regulatory capabilities and controls in the context of competing demands for management time	E	A, I
Skills and experience in one or more areas of non-executive governance and management: <ul style="list-style-type: none"> • strategic planning • business management • legal 	D	A, I
A team-oriented approach to problem solving and to management, embodying the 4Cs	E	A, I
Other		
Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship	E	I
Commitment to safeguarding and promoting the welfare of children: willing to undertake safeguarding training	E	A, I
Willing and able to sign the Charity trustee: declaration of eligibility and responsibility form	E	D

Please send a CV and cover letter