



TRUSTEE ROLE: Chair

Key Responsibilities

- To provide strategic leadership to the charity and Board
- Lead the Board in ensuring that it fulfils its responsibilities for the governance of the organisation
- To act in the best interests of the charity in respect of decisions made as a Trustee
- To act as lead voice for the charity at events and for media requests as necessary

Duties

- Support the secretary in the organising of meetings and AGM
- Support and provide advice on the LCST's purpose, goals and activities.
- Oversee financial plans and evaluate progress.
- Ensure the effective administration of the organisation.
- Support the Secretary with checking LCST email account to respond to queries within the agreed timeframe.
- Support the treasurer and act as a signatory for the bank account.

Desirable Skills

- Enthusiasm
- Willingness to lead
- Good communicator
- Good organisational skills

Time Commitment

- Meetings are usually held online, unless requested in person, at a time convenient to all Trustees.
- A minimum of 2 hours a week is suggested
- A 75% attendance rate is expected at meetings over the year (3-4 meetings per year)