



The Laurel Trust

Trustee Candidate Information



Contents:

- Who we're looking for
- Trustee Role Description
- Time Commitment
- Trustee Person Specification
- How to Apply
- Recruitment Timetable



Who we're looking for

The Laurel Trust is a recently formed charity founded to support school-based action research and innovation by collaborative partnerships of primary phase schools, including early years and SEND providers serving areas of multiple deprivation, including Opportunity Areas and supported by secondary schools, TSAs, universities, local authorities and other partners.

We have just successfully completed our pilot year with thirteen imaginative projects involving over 100 primary schools in diverse geographical areas from Blackpool to Kings Lynn to the East Sussex coast. This year we are funding further projects with a focus on Special Educational Needs and Disability aiming to make a crucial difference to children's life chances in the research partnerships and inform best practice regionally and nationally.

The Trustees wish to attract candidates with a commitment to the Trust's mission who will join our existing experienced Board and help to create a more diverse Board with a wider range of skills and experience, details of which can be found below. But in every instance the Trustees are seeking to bring in senior level expertise and experience for the assurance of meeting the charitable objects.

Trustee Role Description

The Board of Trustees are jointly and severally responsible for the overall governance and strategic direction of The Laurel Trust, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with their agreed strategy, legal and regulatory guidelines.

The statutory duties of a Trustee are:

- To ensure the organisation complies with its articles of association
- To ensure the organisation applies its resources exclusively in pursuance of its objectives as defined in its governing documents
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of the organisation
- To ensure the effective and efficient administration of the organisation
- To ensure the financial stability of the organisation
- To make full use of any specific skills, knowledge or experience to help the Board make good decisions

In addition, with other trustees to hold the charity "in trust" for current and future beneficiaries by:

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these
- Being responsible for the performance of the charity and for its "corporate" behaviour; ensuring that the charity complies with all legal and regulatory requirements
- Acting as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application
- Ensuring that the charity's governance is of the highest possible standard



In terms of commitment to The Laurel Trust's ethos and work as a charity, candidates should:

1. Align to The Laurel Trust's values:

- Equality
- Belonging
- Diversity
- Rights of participation
- Respect
- Hope
- Trust
- Compassion
- Courage, and
- Joy

2. Demonstrate a commitment to the Laurel Trust's purpose:

The intention of the Laurel Trust is to create strategic partnerships with primary schools to secure improvement in the quality of teaching, learning and leadership thereby widening opportunity and reducing disadvantage.

We do this through action-led school-based research, innovation and evidence-based developments which focus on securing equity of opportunity and closing the gap. We therefore invite grant applications for funding from collaborations of primary schools, early years and SEND providers serving areas of deprivation, challenge and disadvantage.

Time Commitment

- The Laurel Trust Trustees will serve a 3-year term and will be eligible for re-appointment for one additional term
- Up to 1-2 days per month including 9 trustee meetings per year between 10:30 – 1pm
- Meetings are held in central London
- Trustees are encouraged to lend their skills and experience as appropriate to relevant sub-committees, and to contribute to strategy-setting days as well as visiting schools participating in research projects
- Meetings with external stakeholders as and when appropriate and attending planning and dissemination conferences and related events

Trustee Person Specification & specific skills:

You should be able to demonstrate and provide evidence of the following criteria listed under Part One within your written application. These will be tested further at the preliminary interview stage, along with the criteria listed under Part Two:

Part One

- A strong track record of proven and significant achievement in one of the following fields:
 - Charity governance with a clear understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and an understanding of the respective roles of the Chair, Trustees and Executive Officers
 - Charity finance, ideally although not essentially, with an added understanding of investment management and grant giving
 - Senior leadership in a primary education setting with particular expertise in Special Educational Needs, disability and multi-agency support environment
 - Educational leadership at primary or senior levels in areas of multiple deprivation
 - Educational research and dissemination or education publishing with specific expertise in preparing and assessing publications
 - Policy making in education and/or influencing policy such as experience of holding a senior educational position in local authorities, DFE or a national think tank, charity or agency
- A proven ability to work effectively as a member of a team while contributing an independent perspective
- Awareness of current educational issues, wider pressures, problematic financial constraints as well as challenges such as recruitment, training and retention in teaching and support work today
- A proven track record of being able to process detail and get to the heart of an issue

Part Two

- A commitment to the Laurel Trust's values and purpose
- An understanding of, and commitment to, the Nolan principles of accountability, probity and openness
- A willingness to devote the time and effort required to effectively discharge the duties of this role including active involvement in governance as well as research in school in terms of visits and evaluation

How to apply

If you're interested in becoming a Laurel Trust Trustee and have the skills and experience to support and help further develop our organisation, please send us:

- A supporting statement illustrating your fit for this role against the criteria and experience sought, and crucially, your motivation for applying for the role (up to two sides of A4)
- A current comprehensive CV, including details of two referees (who will not of course be contacted without your prior knowledge and consent)

Recruitment Timetable

Closing date for applications: Monday, 28th January 2019

Candidates should also note the following important dates:

- Preliminary interviews with Trustees Unlimited in central London



Week commencing 11th February 2019

- Final interview with The Laurel Trust Panel
Monday 11th March 2019

A reminder that these, like most trustee roles, are voluntary and not remunerated. For an informal conversation, please contact: Marsha Gosling marsha.gosling@russam-gms.co.uk / 07818 509690