

## **Conciliation Resources – New Trustees**

### **About the Role**

We renew our Board membership on a rolling basis and are currently seeking up to five new Trustees (Board members) to take up this unpaid voluntary position. Our optimal number of trustees is twelve. We are particularly interested in hearing from individuals with lived experience, professional expertise or a passion for peacebuilding, and individuals with business or fundraising experience.

We strongly encourage candidates from all backgrounds to apply. We are particularly keen to hear from younger adults and people from (or currently based in) Africa or Asia. We are committed to ensuring diversity and gender equality within our organisation and increasing representation from the regions in which we work in order to ensure dynamism and diversity at the heart of the organisation.

Our organisation is guided by our Board, which is responsible for the governance and strategic direction of the charity. Being a Conciliation Resources Trustee is an influential and valuable role and you will make an important contribution to our current peacebuilding work, our institutional security, and our future direction. This is an opportunity to contribute to and learn from a leading peacebuilding organisation.

We are committed to safeguarding and expect all Trustees, staff and volunteers to share this commitment. We do everything possible to ensure that only people who are committed to work within our values are recruited to work for us. This post may be subject to a range of screening checks.

Each Trustee makes a unique individual contribution. We also welcome applications from people who have not previously served as a Trustee at all. If you are new to the idea of being a Trustee, please do not be put off by the below details as we will provide support and training. Do not hesitate to get in touch with us to discuss.

### **Time Commitment**

To fulfil the role effectively, it is expected that the time requirement will be 6-10 days per year. There are usually four Board meetings a year (we make provision for occasional online participation with sufficient internet access), a 1-2 day organisational retreat, plus preparation time, occasional engagement with senior staff, and participation in other meetings and events. The term of office is three years and the maximum number of consecutive terms is two.

Trustees are provided with a google based email address for communication. Travel expenses for Board meetings are provided with advance approval.

### **Conciliation Resources**

**Our vision:** Our vision is to transform the way the world resolves violent conflict so that people work together to build peaceful and inclusive societies.

**Our purpose:** Our purpose is to bring people together to find creative and sustainable paths to peace.

### **Our values**

- Collaboration: we work in partnership to tackle violence, exclusion, injustice and inequality.
- Creativity: we are imaginative and resourceful in how we influence change.
- Challenge: we are not afraid to face difficult conversations and defy convention.
- Commitment: we are dedicated and resilient in the long journey to lasting peace.

### **Our strategic goals**

1. Adaptive and alternative paths to peace. Peacebuilding overcomes barriers to creating peaceful societies.
2. Connecting people and peace efforts. More coherent initiatives help prevent and reduce violent conflict.
3. Inclusion, gender and influence. Excluded groups influence approaches to building peace.
4. People centred policy. International peacebuilding support puts people first.

### **Board of Trustees**

We seek to maintain a balance of skills, knowledge and professional backgrounds on the Board, recognising that different Trustees have strengths in particular areas (listed below). At the present time we are looking to bring in new Trustees who will strengthen the Board in particular in regard to peacebuilding (from a practitioner or academic perspective) and fundraising, or people with business acumen who will enable us to think about the challenges we face with new perspectives. Areas of experience and expertise that we like to cover across the Board are as follows:

- Conflict transformation, gender and inclusive peacebuilding (experience of mediation and mediation support is also welcome).
- Governance skills (including awareness of Company and Charity rules and regulations, including safeguarding).
- Fundraising (including donor relations with the public and philanthropic sectors and grant management).
- Communications and media (including profile raising strategies, public relations and social media).
- Influence and connections with decision makers and influencers in the geographic, policy and advocacy fields in which Conciliation Resources operates.
- Financial skills and business acumen (including experience in the management, oversight and interpretation of financial information for colleagues and an understanding of charity finances).
- Community/ youth leadership work.
- Strategic planning and change management.

As an applicant, you certainly do not need to have all of these skills! We recruit Trustees to maintain a strategic balance.

### **Main Responsibilities of Board Members**

- Support the Chair and work with colleagues on the Board as it carries out its leadership role and fulfils its fiduciary and legal responsibilities towards the governance of the charity.
- Work with the Chair and, in partnership with the Executive Director and other members of the Executive Management Team, to continue the strategic development of Conciliation Resources, its work and to help achieve the mission of the organisation.
- Promote and support gender-sensitive, diverse and inclusive ways of working.
- Work with colleagues on the Board in achieving a shared vision of the organisation's future as well as an understanding of the external environment and the charity's risks and opportunities when reviewing annual plans and the periodic review of the organisation's strategic plan.
- Be a supportive presence to the staff of Conciliation Resources and take part in events.
- Take an active role in promoting and representing Conciliation Resources effectively to other stakeholders, including donors, partners, officials and politicians.
- Contribute specific interest and contacts in support of Conciliation Resources communications, fundraising and external engagement work.

- Following the Board Safeguarding Terms of Reference, engage with CR's work on safeguarding to create a positive safeguarding culture and help us keep staff, partners and participants safe.

### **Trustee Specification**

#### **Knowledge and Experience**

- An interest in the type of work that Conciliation Resources does.
- A link to one of the areas of responsibility listed above.

#### **Key Skills**

- Excellent interpersonal skills being able to engage with staff, colleagues on the Board and to be able to represent us to diverse communities and audiences.
- Personal integrity – sharing Conciliation Resources' values.
- Incisive and insightful thinker able to contribute to the organisation's strategic and creative thinking.
- Good communication and listening skills.
- Collaborative, inclusive and persuasive.

### **What Does Conciliation Resources Offer?**

Becoming a Trustee of Conciliation Resources gives you the opportunity to work with highly talented individuals experienced in their respective areas of work who are passionate about making a difference in the peacebuilding field.

Biographies of all our current staff can be found <http://www.c-r.org/our-staff>. Biographies on our current board members can be found at <http://www.c-r.org/our-people/our-trustees>

We seek to set the board meeting dates on a rolling 12-month basis and we anticipate that two of the four annual meetings will be held online.

### **How to Apply**

To apply to be a Trustee of Conciliation Resources, please provide the following:

- A letter of interest explaining your motivation for applying, your interest in the role and how you meet the requirements for the position of Trustee. This should be a maximum 2 sides of A4, minimum 10 point, Arial
- An up-to-date CV

Upon application you will be provided with a link to our diversity monitoring survey. This survey is voluntary, anonymous and not linked to your application.

This assists us in our monitoring of the diversity of applicants for **all** roles in Conciliation Resources.

All the above should be emailed to [recruitment@c-r.org](mailto:recruitment@c-r.org) clearly marked "Trustee Application" in the subject line. All applications will be acknowledged and will be reviewed on an on-going basis by members of the Board Nominations Committee. The deadline is no later than 4 January 2021.

It is likely interviews will be held online using Skype or a similar platform and will be scheduled after the closing date and shortlisting has taken place.

**Closing date: 4 January 2021**

These dates may be subject to change dependant on availability and applicants will be advised in advance should this happen.

For an informal discussion about the role, please contact Jonathan Cohen, Executive Director at [jcohen@c-r.org](mailto:jcohen@c-r.org) or the current Chair via Lauren Distler, Executive Assistant at [ldistler@c-r.org](mailto:ldistler@c-r.org) who will make the logistical arrangements.

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