

COALITION

— FOR EFFICIENCY —

Coalition for Efficiency is seeking two new Trustees to work with the current Board. Applications from under-represented groups would be especially welcome.

Remuneration	The role of Trustee is not accompanied by any financial remuneration although some expenses may be claimed.
Location	Flexible
Time commitment	Usually three 90-minute Board meetings per year (currently held remotely or in a hybrid mode). Other contact, typically by email or by phone, will occasionally be required.
Reporting to	Board of Trustees

Charity description

The Coalition for Efficiency (CfE) was founded in 2010 as an agile and highly collaborative charity committed to helping other social sector organisations focus on delivering and improving their mission, objectives and performance.

Our mission is to help charities and social enterprises to run themselves more efficiently and effectively, without sacrificing quality. As we are a small charity ourselves, we understand the pressures and strive to help leaders to find the time and space to ensure that their organisations are operating effectively and efficiently.

Our projects are designed with like-minded individuals and organisations, to help small civil society organisations focus on maximising their impact and become more resilient. Our flagship programme is Measuring the Good which is a practical and structured coaching approach to help organisations embed a culture of impact management to improve performance, learning and effectiveness in serving their communities. In addition, we offer one-hour free Impact Chats for organisations that would like to explore a particular impact-related challenge. CfE also has a calendar of learning Labs, 90 minutes online sessions to cover specific impact subjects, aimed at small charities.

For more information about what we do, visit our website: <http://www.cfefficiency.org.uk/> and our social media pages: [Twitter](#), [LinkedIn](#), [Eventbrite](#), [YouTube](#).

Overall Role:

The Trustees acting individually and collectively have an overall stewardship responsibility for the well-being of the Coalition for Efficiency (CfE), providing strategic direction, ensuring that it works effectively towards its mission, harnessing its resources to maximum effect and ensuring that it functions in accordance with its governing documents, relevant legislation and regulatory requirements.

There are currently six trustees on the Board with two long-standing trustees stepping down in the Autumn. The role of the Board is strategic and ambassadorial with the day to day running of the organisation delegated to the executive team led by the Chief Executive, Angela Schlenkhoff-Hus¹.

MAIN RESPONSIBILITIES

Trustees should be aware of, and understand, their individual and collective responsibilities, and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the Charity.

The statutory duties of a trustee are:

- To ensure the organisation complies with its governing document.
- To ensure that the organisation pursues its objectives as defined in its governing document.
- To ensure the organisation applies its resources exclusively in pursuance of its strategic objectives.
- 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 protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- To monitor the performance of the Chief Executive Officer and other staff.

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.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions.

The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.

VALUES

Each trustee must demonstrate a commitment to our values:

- Integrity: We are honest, fair and trustworthy, standing up for what is right at all times.
- Respect: We listen carefully and show respect to all those we support and partner with

¹ At the time of writing, CfE only employs one staff member, the Chief Executive, however, is seeking funds to employ project staff.

- Accountability: We are responsible and accountable for all our actions
- Collaboration: We share insights, ideas, learning and resources, actively seeking to partner with others to achieve the best results for those we seek to serve.
- Continuous improvement: We actively strive to do the best we can with the resources that we have, acknowledging any areas for improvement and learning from our mistakes.

EXPERIENCE, KNOWLEDGE AND SKILLS

Essential:

- Strong empathy with the charity's mission and values.
- Commitment to the organisation and a willingness to devote the necessary time and effort.
- Familiarity with the ethos of the charitable world and basic knowledge of the key debates and issues faced by the sector.
- Commitment to promoting diversity, equity and inclusion.
- Preparedness to make unpopular recommendations to the board, and a willingness to speak their mind.
- A history of impartiality, fairness and the ability to respect confidences.
- A proven track record of sound judgement and effective decision making.
- Good, independent judgement and strategic vision.
- Willingness to be available to staff for advice and enquiries on an ad hoc basis.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- An ability to work effectively as a member of a team.
- An understanding of the respective roles of the Chair, Trustees and Chief Executive.

We are particularly interested in hearing from candidates with experience in the following areas:

- Charity fundraising and business development expertise
- Marketing and communications,
- Impact measurement and evaluation expertise
- Digital infrastructure
- Data expertise
- charity sector/governance

TERMS

The term of a member of the board is three years, after which board member will be eligible for re-appointment.

HOW TO APPLY

If you are interested in joining the board, please send a CV and cover letter to Angela Schlenkhoff-Hus angela@cfefficiency.org.uk with the subject line: Trustee Recruitment.

If you prefer to talk through the role and your application rather than write, then please email to set a time to have an informal meeting with the Chief Executive and/or the Chair of Trustees.

Those selected to be taken forward will be asked to attend an online interview with trustees.

Applications will close on 7th August 2022.