

## Trustee Role

### Purpose

Trustees will ensure that every aspect of Missio activity is focused on delivering benefit to its beneficiaries in line with its charitable objectives. They will agree the strategic direction of Missio and monitor performance against agreed strategy documents and ensure robust governance is in place for compliance with relevant legislation and professional guidelines.

### Responsibilities

- To act in the best interests of Missio
- To ensure compliance with Missio's governing document and the law
- To ensure that financial and human resources are managed effectively
- To participate in strategic planning, considering the interests of stakeholders and agree future strategy and plans
- To monitor performance against agreed strategies and targets
- To approve annual budget and monitor financial performance ensuring that resources are available to meet strategic plans
- To ensure compliance with the terms and conditions of funding, ensure the solvency of the charity and safeguard its assets, exercising good stewardship
- To monitor systems of financial control and accountability ensuring appropriate controls and risk assessment in compliance with external audit
- To play an active part in the work of the Board of Trustees and work in effective partnership with Missio leadership
- To attend Trustee meetings; and give adequate time for reflection and preparation for meetings
- To give time to Missio between meetings by either chairing or participating in a sub-committee, engaging with Missio's work and maintaining an ongoing link with relevant staff
- To fulfil ambassadorial and representational roles

The Trustee term of office is five years, renewable once.