

LMT Trustee: Role Description



OVERALL PURPOSE

The purpose of a Trustee is to individually and collectively take legal responsibility and accountability for the overall governance and strategic direction of the Trust, developing aims, objectives and goals in accordance with the governing documents. The LMT is an unincorporated charitable organisation under charity law.

KEY RESPONSIBILITIES

The key responsibilities of Trustees are:

1. Legal

- 1.1. To ensure that the Trust complies with its governing documents, charity law and any other relevant legislation or regulations and the advice given from time to time by the Charity Commissioners regarding their application.
- 1.2. To ensure that the Trust pursues its objects as defined in its governing documents.
- 1.3. To ensure that the Trust uses its resources exclusively in pursuance of its objects. The Trust must not spend money on activities which are not included in its own objects no matter how worthwhile or charitable those activities may be.
- 1.4. To act in the best interests of the Trust, its beneficiaries and future beneficiaries at all times

2. Strategic

- 2.1. To contribute actively to the Trustee Board, in giving clear strategic direction to the Trust, setting overall policy defining goals and objectives, and evaluating performance.
- 2.2. To keep under review the long-term development of the LMT in light of the political, social and economic environment in which it operates.
- 2.3. To safeguard, promote and represent the good name and values of the Trust.

3. Financial

- 3.1. To ensure the financial stability of the LMT.
- 3.2. To ensure the production and approval of the Trustees Annual Report and Accounts and other relevant financial information to ensure the proper financial management of the Trust and its activities.
- 3.3. To ensure the proper management and investment of the Trust's funds.

4. Other

- 4.1. To assist in the recruitment and appointment of new Trustees and anybody working for the Trust.
- 4.2. To ensure the effective and efficient administration of the Trust.
- 4.3. To make every effort to attend the Trust's AGM and its meetings.
- 4.4. To participate actively in its grant awarding process.
- 4.5. To ensure that appropriate advice is taken from professional advisers on matters where there may be material risk to the Trust, where Trustees may be in breach of their duties, or on any other matters considered by Trustees to be appropriate for its effective operation.
- 4.6. To maintain the confidentiality of all sensitive/confidential information received in the course of a Trustee's responsibilities