

Trustee at Tinnitus UK

Role outline





Role Outline

Role Title: Trustee

Organisation: Tinnitus UK

Location: Meetings typically remote but occasionally in person (London or Sheffield)

Time Commitment: 2 to 3 hours per month, plus additional time for specific trustee duties

Term: 3 terms of 3 years

Role purpose

As a Trustee at Tinnitus UK, your primary role is to ensure the charity is well-managed, operates within its charitable aims, and complies with legal requirements. You will work collectively with other trustees to support and promote the charity's mission to improve the lives of those affected by tinnitus, contribute to its strategy, and oversee its performance and governance.



Key responsibilities

Governance and Leadership

Ensure the charity complies with its governing documents, charity law, and any other relevant legislation or regulations.

Safeguard the charity's values, mission, and reputation.

Ensure the effective administration and financial stability of the charity.

Take responsibility for the charity's overall strategy, working with fellow trustees and the senior management team to set goals and objectives.

Financial oversight

- Monitor the charity's financial position and ensure financial resources are properly managed and accounted for.
- Approve annual budgets and review financial statements to ensure the charity is in sound financial health.
- Make sure the charity's funds are used appropriately and in line with the charitable purpose.

Compliance and Best Practices

- Ensure that Tinnitus UK maintains best practices in areas such as governance, safeguarding, data protection, and fundraising.
- Stay informed about legal obligations, charity regulations, and financial responsibilities to guide the organisation effectively.

Strategic planning and development

- Contribute to setting and reviewing the long-term strategy of the charity.
- Ensure that strategic decisions are made in line with the charity's mission and that progress is regularly reviewed.

Risk management

- Oversee potential risks to the charity's work and reputation, and ensure effective risk management systems are in place.
- Make decisions that balance opportunity with potential risks to the charity and its beneficiaries.

Support and supervision

- Provide guidance, support, and oversight to the CEO and the senior leadership team.
- Jointly create, and act as a champion of, Tinnitus UK's values.
- Act as an ambassador for Tinnitus UK, promoting its work, and representing the charity at meetings and events.

Key Qualities and experience

Passion for the Cause

- A commitment to improving the lives of people with tinnitus and promoting the charity's objectives.

Experience in Governance or Leadership

- Prior experience as a trustee or in a leadership role in another organisation or charity is desirable, but not essential.
- Understanding of charity governance, risk management, and financial oversight.

Strategic Thinking

- Ability to contribute to the strategic direction of the charity and make well-informed decisions that align with the charity's objectives.

Financial Literacy

- An understanding of charity finance, budgeting, and monitoring performance.

Collaborative Working

- Strong interpersonal and team-working skills, able to work collaboratively with fellow trustees, staff, volunteers and other stakeholders.



Values

Tinnitus UK's RISE values help to steer our work and underpin everything we do.

We expect our team to adopt and adhere to these values:

Respect

- Diversity
- Individuals
- Inclusion

We respect and value every individual, from our employees to our service users, and communities we serve.

We cultivate an inclusive environment that honours diverse perspectives, fostering open communication, mutual respect and empathy.

By recognising each person's unique contributions, we create a supportive culture that empowers our team to drive meaningful change for the tinnitus community.

Integrity

- Accountable
- Trust
- Transparency

Integrity is the foundation of our commitment to each other, our services users and our mission.

We prioritise transparency, accountability and ethical practices in every aspect of our work, building trust both within our team and with the people we serve.

Our dedication to accuracy and credibility upholds the high standards that ensure our long-term impact and reputation as a trusted leader in tinnitus support and research.

Support

- Encouragement
- Empathy
- Improving wellbeing and quality of life

Support is at the core of everything we do both for our service users and within our team.

We are dedicated to providing our team with resources, encouragement and opportunities for growth to help each individual reach their full potential.

Externally, we stand by our service users offering empathy, guidance and resources to enhance their quality of life, their wellbeing and their support ecosystem.

Evolve

- Growth & learning
- Innovation
- Empowerment

We are committed to evolution; continuous learning and growth, individually and about the impact we have on the world.

By fostering innovation and empowering our team to bring forward fresh ideas, we drive sustainable progress in our mission to change the global understanding of tinnitus.

Our commitment to scientific research and the expansion of awareness and treatment options underpins our goal of working towards a better understanding of tinnitus, including working towards finding cures, and ensuring we remain at the forefront of tinnitus advocacy and support.

