# TOP TIPS ¦ BECOMING A TRUSTEE

Sandy Hinks, Executive Search Consultant at Moon Executive Search, works on behalf of national charities, not-for-profit organisations and brand-new charities entering into the market to build new trustee boards or extend existing boards.

Sandy shares her top tips for those wanting to undertake their first trustee role.

**Why become a trustee? –** be realistic about what you want to get out of the role both professionally and personally. Being a trustee may lead to other executive opportunities but that is never a given.

**Bring a commercial network** – you will need to be well networked and be able to demonstrate how your network can help the charity grow its profile in the local business community.

**The time commitment** – while the duties of a trustee are not usually onerous you need to have time to fulfil them and honour your commitment. Consider how you'd balance these with your existing responsibilities before you pursue a trustee role.

**Stay updated and connected -** sign up to Charity Commission alerts and connect to relevant trustee networks on LinkedIn and Charity Connect.

**Get an induction -** getting an overview of how the board works will help you understand the organisation and its future plans.

**Utilise your management expertise** – make sure you can demonstrate strong management experience. Trustee boards need people who can encourage team working, problem solving, asking difficult questions and decision making.

**Make sure your skills fit –** understand how your skills balance the trustee board. Legal, financial and management skills ensure the charity functions properly and complex decisions can be made.

**Get a mentor** - choose an existing trustee, they'll be a sympathetic ear to check ideas with. If you already know the organisation, choose a mentor from a different board. This allows you to compare experiences and seek best practice from elsewhere.

**Choose wisely** – choose a charity you are passionate about. If you have personal or professional connections in the area the charity operates in, that is also preferable.

**Understand the requirements –** the Charity Commissions guidance outlines the six key duties of trustees and explains the legal responsibilities.

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If you would like to consider becoming a trustee, contact Sandy Hinks on 01275 371 200 or recruit@moonexecsearch.com. For information on our trustee campaigns visit our website.