

## **Volunteer Role Description**

### **Trustee Opportunity – (seeking skills and experience in finance, regulation, prior board or committee experience is desirable)**

#### ***Background and Purpose of the Post:***

Our vision is a society where mums and families are able to make informed decisions about infant feeding, to access help when they need it and to become confident in their choices. For a new mum deciding how to feed her baby, talking to a mum who knows about breastfeeding can make a crucial difference and the Breastfeeding Network strives to be the best we can be at providing peer support. Founded in 1997, now in our 20<sup>th</sup> anniversary year, we have a £1.2 million turnover, growing membership and many active volunteers. We work in over 17 paid schemes and other areas in a voluntary capacity providing peer support where breastfeeding rates are at their lowest. We have developed innovative breastfeeding training courses accredited by the Open College Network. We also run helplines including the National Breastfeeding Helpline with a partner charity. We support women and families throughout their parenting experience and we are committed to keeping our support independent and evidence-based.

With much of our current programme linked to public sector contracts we are feeling the effect of changes within the NHS and local authorities and additional strategic support is needed as we navigate the transition of early years commissioning to local authorities. We are keen to sustain BfN as a support organisation for parents and we have made a lot of progress to make it an effective organisation working with partners and government, attracting support from UNICEF BfI, ACOSVO, Hogan Lovells & Scottish Government. We are also proud to have been included in short list for nominations for charity of the year award as part of the MAMA Conference 2017.

We are keen to hear from you if you are enthusiastic about choice in infant feeding, enjoy team work and are keen to share the responsibility of running an influential and growing charity, while making a positive difference to the BfN. Becoming a Trustee is very rewarding and a great way to develop your own skills, learn new ones and help you develop in your chosen profession.

#### ***Main Duties and Responsibilities***

Trustees are responsible for leading the strategic direction of the Breastfeeding Network - they ensure that funds are spent appropriately and effectively; they

promote the charity and its causes; and they work with all the staff and volunteers to meet the needs of mothers and their families.

### **General responsibilities of Board members**

- To contribute actively to the Board of Trustees' role in giving strategic direction to the organisation
- To safeguard the good name and values of BfN
- To support compliance of BfN with its governing document, charity law, company law and any other relevant legislation or regulations.
- To oversee that BfN applies its resources exclusively in pursuance of its objects (it must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are).
- To support the effective and efficient administration of BfN
- To support the financial stability of BfN
- To assist in the appointment of the Chief Executive Officer and assist in monitoring her performance.

### **Other duties**

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the board of Trustees reach sound decisions. This may involve:

- scrutinising board papers
- leading / participating in discussions
- focusing on key issues
- providing guidance on new initiatives
- other issues in which the Trustee has special expertise.

### **Capacity**

The Trustee should have the ability to attend:

- Four face to face board meetings usually held on a Saturday in either Birmingham, London or Glasgow
- BfN Annual General Meeting usually held on a Saturday in October