



# BOARD MEMBER

£4,300 PER ANNUM / NORTH YORKSHIRE

# Duties and responsibilities

## Each Board Member has a:

- General duty to act in the interests of the Broadacres Group, being committed to the corporate objectives and core values.
- Duty to ensure that the Broadacres Group observes its Rules.
- Duty to govern the Broadacres Group with proper skill and care, contributing to, abiding by and assuming collective responsibility for, Board decisions.

## Leadership

- Share accountability for the direction and control of the Broadacres Group within the agreed strategy, policy and planning framework, reviewing that framework as necessary.
- Ensure that obligations to stakeholders are understood and reflected in strategy and implementation.
- Establish a strong and positive working relationship between the Board, the Chief Executive, and other senior staff.
- Support the Chair in their role of providing strategic leadership and creating positive Board climate.

## Strategy

- Set objectives for the Broadacres Group in the context of its aims, strategy and policy and determine the strategic aims and outcomes required.
- Review and evaluate current and future external opportunities, threats, and risks together

with current and future internal strengths and weaknesses to ensure effective decision making.

- In conjunction with the Board as a whole, be accountable for the quality and effectiveness of the Business Plan in contributing to delivering long term sustainability for Broadacres.

## Performance monitoring

- Ensure there are agreed budgets for both revenue and capital expenditure that drive the outcomes set in the Business Plan.
- Review and monitor the performance of the Broadacres Group against the Business Plan and ensure that the management information provided to the Board is of the nature and quality required.

## Risk

- Ensure that there are systems in place to identify, manage and report risk to safeguard Broadacres' assets.
- Agree policies and take decisions on all matters that might create significant financial or other risk to the Broadacres Group.
- Ensure the operating climate is monitored and appropriate actions taken to deliver a positive climate for colleagues and Board Members.

## Governance

- Ensure that the Broadacres Group complies with all legal and statutory obligations and that all regulatory requirements are met.
- In conjunction with the Board as a whole, establish and review a Code of Conduct for all Board and Committee Members, and colleagues.
- Assess how Broadacres follows the recommendations of the chosen code of governance and state compliance or non-compliance in Broadacres' annual review and accounts.

## Personal Development

- Be both well informed (undertake appropriate background reading, develop, and maintain an appreciation of the key challenges faced by the Broadacres group) and contribute specialist knowledge, expertise and/or experience to the board.
- Contribute to creating and sustaining the "learning/generative board" by participating in Board induction and development activities.

## Representation

- Promote the reputation and image of the Broadacres Group by acting as an ambassador at key events and interfaces with tenants, stakeholders, colleagues etc., both internally and externally.

# Person specification

## Experience

- Board experience is desirable but not essential

## Skills:

- Ability to work in a team
- Able to read, understand and analyse written and numerical reports and information
- Ability to make balanced and informed decisions
- Flexible and adaptable to meet the needs of the Association and Group
- Commitment to quality service provision
- Ability to exercise discretion and maintain confidentiality
- An ability to contribute to forming a consensus with other board members when making decisions
- Ability to consider the long-term implications and broader issues when making decisions
- At all times to act in the best interests of Broadacres and in accordance with corporate decisions

- Able to express views clearly and effectively in a formal meeting making reasoned contributions
- Able to communicate at all levels
- Able to challenge constructively while respecting the roles, views, and feelings of others

## Personal qualities

- Commitment to the provision of good quality services to customers
- A high degree of probity and integrity
- A commitment to the interest of current and future tenants, residents, and leaseholders
- A commitment to equal access and treatment in employment and service

## Equality

- Understand and demonstrate a commitment to equality of opportunity

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