



ROBINS
FOUNDATION

TRUSTEE RECRUITMENT PACK



WHO ARE WE?

Bristol City Robins Foundation is the Charity of Bristol City Football Club. The Foundation's mission is to bring the club and community together.

The Foundation work across Bristol with a primary focus on Young People and families, areas of deprivation and South Bristol.

The Foundation delivers programmes and services that support people who feel that they have been written off by society. Our high-quality, targeted work focuses on three key areas: Health and Wellbeing, Education and Employability, and Youth Engagement.

OUR BOARD

All Trustees are expected to uphold and represent the Robins Foundation's purpose, vision, values and mission in a personal and professional capacity. The board of trustees will consider any applicant who brings the right skills and experience forward. Being a Bristol City supporter is not a prerequisite.

The Board comprises of seven trustees; one trustee nominated by Bristol City Football Club and six independent trustees.





WHO ARE WE LOOKING FOR?

We are looking for Trustees with experience in one of the following areas; Education, Safeguarding, Marketing, Communications, Property & Construction or working within Community Engagement, though we welcome applications from all sectors.

We also want our Trustees to be representative of Bristol, so we actively encourage applications from ethnic minorities, disabled people and anyone who identifies as part of a community that is underrepresented in the charity.

- **Role Status:** Unpaid Role (Voluntary role, but all reasonable expenses will be reimbursed)
- **Location:** Ashton Gate Stadium/ Home based
- **Role Term:** Part-time, fixed term (Initial 3-year term with an option to extend to a maximum of 9 years)

SKILLS AND EXPERIENCE

We welcome applications from any candidate who can demonstrate such expertise and skills as:

- Relevant lived experience, professional qualifications, and expertise with board-level or senior management experience
- Experience working closely with communities
- Experience working in Safeguarding
- Experience working in Marketing and or Communications
- Experience working at a strategic level in the Education Sector
- Experience working in the Property or construction sector

PERSON SPECIFICATION

Essential

- Understanding and accepting the legal duties, responsibilities, and liabilities of Trusteeship.
- Commitment to the charity's objects, aims and values and willingness to devote time to carry out responsibilities
- Strategic and forward-looking vision in relation to the charity's objects and aims
- Good, independent judgement, political impartiality, and the ability to think creatively in the context of the organisation and external environment
- Good communication and interpersonal skills and the ability to respect the confidence of colleagues
- Balancing tact and diplomacy with a willingness to challenge and constructively criticise

Desirable

- Prior experience in committee/trustee work.
- Knowledge of the type of work undertaken by the organisation
- A wider involvement with the voluntary sector
- Experience in committee work

ROLE AND RESPONSIBILITIES

- To ensure that the Robins Foundation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that the Robins Foundation pursues its objects as defined in its governing document.
- To maintain proper financial control and ensure that the Robins Foundation applies its resources exclusively in pursuance of its objects, ie, the charity must not spend money on activities that are not included in its objects, no matter how worthwhile or charitable those activities are.
- To develop strategy, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.

The successful candidate will be required to spend a minimum of 12 days per annum on work for the Robins Foundation, including Board Meetings, the AGM, an annual 1:2:1 performance review with the Chair, and an annual Board away day and at least 4 Board subcommittee meetings per year.

It is expected that the Trustee will support and participate in some Robins Foundation events throughout the year and provide ad-hoc support to the Robins Foundation team and Board as required.

APPLICATION PROCESS

The Robins Foundation is committed to creating an inclusive and diverse Board of Trustees and is proud to be an equal opportunities employer. We welcome applications from disabled people and those from an ethnic minority background. All suitably experienced applicants will receive consideration for these positions without regard to race, ethnicity, religion or belief(s), gender, gender identity or expression, sexual orientation, marital status, disability, age, or pregnancy or maternity.

The Robins Foundation is committed to safeguarding the welfare of children and adults at risk and requires all employees to share this commitment and promote the welfare of these groups.

Applicants will be asked about any previous convictions, cautions, and reprimands, including those that are considered 'spent' as defined by the Rehabilitation Offenders Act 1974 (Exceptions) Order 1975 (Amended 2013).

Appointment to this role is subject to a satisfactory Enhanced DBS Check (with children's barred list check) and references.

For an informal discussion about this opportunity please contact Dan White, our CEO at Dan.White@bcfc.co.uk

