



Bethnal Green Nature Reserve Trust

Board of Trustees – Job Description

Mission Statement – 1st April 2026

To promote, for the public benefit, the preservation and care of the Bethnal Green Nature Reserve as a place of ecological, educational, and cultural interest for the human and more-than-human communities both - local and more widely – in terms of biodiversity enhancement, learning, health, arts, participation and research.

The **Bethnal Green Nature Reserve** (the **Reserve**) is a rare and extraordinary place. An old bomb-site that has gone back to nature, it has been nurtured and preserved over time by local people who have seen it not as waste ground, but as an urban haven for biodiversity – in the midst of an extensive social housing estate.

Overall Purpose

The Board of Trustees are responsible for the overall governance and strategic direction of the Bethnal Green Nature Reserve Trust (the **Trust**), developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Main Responsibilities

- Ensuring the Trust complies with legislative and regulatory requirements and acts within the confines of its governing document (its Constitution), charity law and other relevant legislation or regulations.
- Maintaining sound financial management of the Trust's resources, ensuring expenditure is in line with the organisation's objects, and investment activities meet accepted standards and policies.
- Contributing actively to the board of trustees' role in giving firm strategic direction to the Trust, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- Safeguarding the good name and values of the Trust.
- Promoting and developing the Trust in order for it to be sustainable and maintain its relevance to society.
- Interviewing, appointing and monitoring the work and activities of the Chair, Trustees and site management.
- Ensuring the effective and efficient administration of the charity and its resources.
- Acting as a counter-signatory on charity cheques and any applications for funds, if required.
- Maintaining absolute confidentiality about all sensitive/confidential information received in the course of trustees' responsibilities to the charity.

The trustees have a statutory duty to act in the charity's best interests and to exercise reasonable care and skill when doing so, taking specialist advice when required.

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 leading discussions, focusing on key issues, providing advice and guidance on new initiatives, evaluation or other issues in which the trustee has special expertise. The duty to exercise reasonable care and skill takes into account any specific skills of the trustee. For example, a trustee with financial experience will have a higher duty of care in relation to financial matters than a trustee without financial experience.

Minimum time commitment

Trustees are expected to attend all board meetings. Board meetings are held four times a year and usually take part on weekends at the Reserve, local Community Centre or online (Zoom).

Papers are distributed a minimum of one week in advance of the meeting.

In exceptional circumstances, trustees may be called to extraordinary general meetings (**EGMs**). EGMs are held for the consideration of non-recurring business that requires approval by the board of trustees.

Terms of Appointment

Trustees will be appointed for three-year terms. Trustees may be re-appointed for a second term but after serving two consecutive terms must wait a year before being eligible for re-appointment.

Person specification

Each trustee must have:

- a commitment to the mission of the Trust
- a willingness to devote the necessary time and effort
- integrity
- strategic vision
- good, independent judgement
- an ability to think creatively
- a willingness to speak their mind
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- an ability to work effectively as a member of a team and to take decisions for the good of the Trust.

The board of trustees collectively needs skills and experience in:

- public policy and public affairs
- ecology, arts and culture, health and education sector
- local connection (resident / business owner)

- Social and environmental justice
- financial management, income generation and enterprise
- national and local government and statutory bodies
- human resource management
- funding/foundations
- collaborative partnerships
- social investment and impact

Accountable to

As the board are responsible and liable for the governance and functioning of the charity, they are accountable in varying degrees to a variety of stakeholders, including local community, staff, non-human residents of the Reserve, Reserve caretakers and volunteers, funders, the Charity Commission, and Companies House. Close attention must be given to the governing document to ascertain the type of organisational structure and the range of interested parties.

For further information see: <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

Compliance with Code of Conduct and other Policies

Trustees must meet the responsibilities set out above and act in accordance with the Trust's Code of Conduct and other Policies. If a Trustee breaches any of these duties, this may result in their suspension and, subject to further investigation, their removal from the Board of the Trustees in accordance with the process in Article 12 of the Board's Constitution.