



Trustee Role Description and Specification

About OneRichmond

Richmond has long been seen as a wealthy, flourishing London suburb, but this is only part of Richmond's story. For many local people, this masks a harsher reality.

OneRichmond was established by two well-known local funders, Richmond Foundation and Hampton Fund, to address inequality and hardship across the borough.

Through research, local data and by talking to residents, we have built a good understanding of the issues facing people living in Richmond today. With help from our local community, we raise awareness of these local issues and unlock new funding to help tackle them. By encouraging people who live locally, to give locally, we increase the amount of grant funding available to local organisations, and ensure projects and services are available where they are needed most.

We are a small, friendly team of 6 trustees and three full time members of staff.

As we grow our impact, we are seeking a passionate and strategic Trustee to join our Board and help shape the future of our fundraising efforts. This is a vital role for someone who believes in the power of local giving and wants to use their expertise to support a growing, community-focused charity.

Responsibilities

The Trustee adds their local understanding, expertise and connections to the Board of Trustees to oversee and guide OneRichmond's strategy and governance. The Trustee has a fundamental responsibility to ensure OneRichmond operates for public benefit, manages its resources responsibly, and complies with all legal obligations and governing documents. They are ultimately accountable for OneRichmond's actions and must act in its best interests, taking into account both immediate and long-term consequences of their decisions.

- Support and provide advice on OneRichmond's purpose, vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Oversee OneRichmond's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve OneRichmond's financial statements.
- Provide support and challenge to OneRichmond's Director in the exercise of their delegated authority and affairs.
- Keep abreast of changes in OneRichmond's operating environment.
- Contribute to regular reviews of OneRichmond's own governance.
- Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect OneRichmond's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of OneRichmond's objects, aims and reputation by applying relevant skills, expertise, knowledge and contacts.

- Act in the best interests of the organisation and accept collective responsibility for board decisions.

What we are looking for

- We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board.
- A true connection to the Borough of Richmond-upon-Thames.
- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- A collaborative and inclusive approach to governance.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Ability to bring connections and support with income generation across the borough.
- Previous trustee experience is not essential—we value fresh perspectives and offer support to help you thrive in the role.

Diversity and Inclusion

OneRichmond is committed to building a diverse Board that reflects the community we serve. We welcome applications from all backgrounds, particularly individuals from underrepresented groups in governance, including people of colour, younger people, and those with lived experience of the challenges OneRichmond seeks to address.

Terms of appointment

Terms of office: Trustees are appointed for up to a 3-year term of office, renewal for 2 further terms to a maximum of 9 years. This is a voluntary position, but reasonable expenses will be reimbursed.

Time Commitment (Estimated at 4 hours per month)

- Attending 4 hybrid Board meetings annually.
- Monthly scheduled meeting with the CEO with flexibility to respond swiftly to the occasional ad hoc issue.

For more information: contact hello@onerichmond.org.uk