

People, Landscape & Wildlife



Patron HRH The Prince of Wales



Trustees Information Pack

What is in this pack?

Thank you for your interest in joining our board of trustees at Yorkshire Dales Millennium Trust (YDMT). We are so pleased that you are considering offering your time.

In this information pack you'll find the following information:

- About us, the work we do and our ambitions for the future.
- About the YDMT Board of Trustees.
- Requirements of the role of a YDMT Trustee.
- How to apply.

If you have any questions about any aspect of the organisation or the role please don't hesitate to get in touch: **email: jo.boulter@ydmtd.org or call 015242 51002.**



About Yorkshire Dales Millennium Trust (YDMT)

YDMT is a small charity doing big things to support the People, Landscape and Wildlife of the Dales.

We work in partnership with others to help care for the natural, built and cultural heritage in the Yorkshire Dales and nearby areas.

Since 1996 YDMT has helped to deliver inspiring projects worth around £28 million in the Yorkshire Dales and surrounding areas. These projects cover activities as diverse as countryside apprenticeships, supporting local communities, education and outreach, restoring woodlands and wildlife habitats,

protecting heritage and improving access to and understanding of this special place.

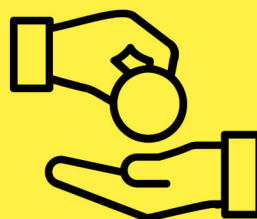
Read our latest impact report
www.ydmtd.org/our-impact

2021 marks an important milestone as the charity completes two very large projects and embarks on a new ambitious phase of development to support the people, landscape and wildlife of the Dales. Several of our trustees will be retiring during this next phase as part of our normal rotation, so we wish to take this opportunity to enhance the board's range of skills and experiences.

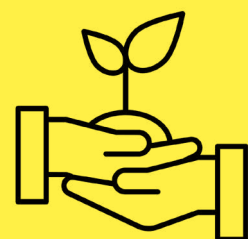
How we work



We deliver projects to support the people, landscape and wildlife of the Yorkshire Dales.



We raise and distribute funds to enable our partners and individuals to deliver projects.



We work in partnership to deliver the maximum charitable benefits to the area.

About the YDMT Board of Trustees

Yorkshire Dales Millennium Trust is a company limited by guarantee as well as a charity, so all trustees are also directors of YDMT.

At present the YDMT Board of Trustees has 14 members, all with equal responsibility. After appointment trustees serve for a term of three years which can be renewed up to a maximum of three consecutive terms of office.

The trustee role

Being a trustee can be a very rewarding and enjoyable experience, offering opportunities to:

- help shape the future direction of the charity;
- improve YDMT's support for people who visit or live in this special area; and
- find new ways to protect and enhance the landscape of the Dales.

The trustee role is focussed on the strategic direction of the charity and its effectiveness and accountability. Day-to-day operational decisions are delegated to the Chief Executive and Senior Management Team. Currently YDMT employs 30 staff members, most of whom are closely involved with directly delivering our charitable projects.

Trustees are encouraged to volunteer for various sub committees including:

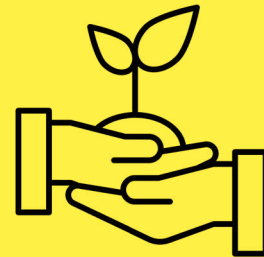
- Finance
- Community Grants
- Woodland Grants
- Health, Safety and Wellbeing
- Remuneration, and
- Trustee recruitment or other areas that may be needed from time to time.

No subcommittee has delegated authority, so ultimate responsibility for decisions lies with the whole board.

There are opportunities throughout the year for trustees to attend some of our events where we meet our supporters and beneficiaries.

Our values

Enabling



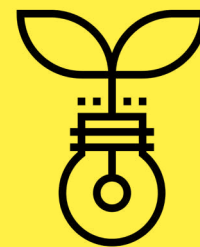
We make real practical things happen and are approachable, collaborative and inclusive, valuing people's opinions in everything we do.

Caring



We are passionate about supporting the people, landscape and wildlife of the Yorkshire Dales and are committed to being sustainable.

Creative



We thrive on new challenges and act with entrepreneurial spirit in order to make a positive difference to this special area.

Honest



We always act with integrity and are open, clear and fair in everything we do.

Requirements of the role

Key responsibilities

All trustees undertake to govern the organisation, by directing the activities of the organisation through collective decision making, and by:

Determining Mission and Strategy – actively taking part in setting the organisation’s direction and determining how it will get there through the annual planning process and our business and strategic plans.

Accountability – agreeing to be held to account for the actions of the organisation; assessing and monitoring any risks that may occur; holding those who carry out the work (staff and/or volunteers) to account.

Safeguarding assets - acting as custodian of YDMT’s assets, tangible (money, property etc) and

intangible (the organisation’s reputation and name), and ensuring that those assets are used appropriately. Ensuring that there are sufficient assets for the organisation’s ongoing requirements.

Contributing to effective decision making and information sharing processes - taking part in reflection, learning and development as necessary.

Being an ambassador for the organisation - representing the organisation externally when necessary.

Contributing to the recruitment and selection of staff as appropriate.

Playing a part in **board renewal** by contributing to the recruitment and induction of new trustees.

Commitment required

Board members are expected to attend full board meetings five times per year (usually lasting about two hours). In addition most trustees volunteer on at least one subcommittee and attend training as required.

Trustees are also encouraged to attend some of our events and woodland open days throughout the year to talk to our supporters and beneficiaries.

Whilst this time is unpaid, travel and other incidental expenses will be reimbursed.

Location

Previous to the COVID-19 pandemic meetings were held in Clapham (near Settle) but currently they are all conducted via Zoom.

Post COVID-19 we expect that Zoom will continue to be used for a significant proportion of our meetings.



Our recruitment priorities

We are seeking new members of the board on an ongoing basis because we are entering a phase when several trustees are due to retire.

We welcome applications from people of all backgrounds and experience, particularly those who are not afraid to challenge the status quo and who can provide new perspectives on our work.

We are keen to appoint committed individuals who

will be representative of our community, our stakeholders and our beneficiaries and will help to increase diversity on the board in terms of age, background and ethnicity.

Whether you are an experienced trustee or looking to take on your first trustee role and have the time and energy to commit to the role, we want to hear from you.

Personal qualities

- Integrity
- Passion for the Dales
- A willingness to commit to YDMT's values, ethos and aims
- Strategic vision
- Good judgement and independence of mind
- An understanding and acceptance of the responsibilities and liabilities of trusteeship
- A willingness to devote the necessary time and effort to trustee duties
- A willingness to work collectively as a part of a group, engaging in constructive debate.

Knowledge and experience

We are particularly keen to expand the collective knowledge base of the board to better reflect YDMT's charitable activities and our beneficiaries e.g. by recruiting trustees with experience relating to:

- The voluntary sector
- The local community and landscape
- Equality and diversity
- Finance
- Health and wellbeing.

This list is not exhaustive and if you believe your background and expertise could be useful to us and you are interested in joining our board, we want to hear from you.



How to apply

Do you want to use your skills to help support our people, landscape and wildlife?

If you are up for the challenge and would like to be considered for a trustee position, please email jo.boulter@ydmtd.org to register your interest in the first instance.

If you have any questions regarding your application or would like an informal discussion, please call us on **015242 51002** to arrange a suitable time to speak with our chair.

The board of trustees will be scheduling interviews as applications come in, therefore early application is advised. However, we do have vacancies on a regular basis and there is no closing date for applications.

Applicants will be selected through an open and transparent process measured against the requirements as described in this pack. Applicants will be required to attend an interview with the YDMT Chair, CEO, and another member of the board of trustees.

We hope to be able to give applicants the opportunity to meet staff and board members prior to the interview, even if this has to be done remotely under the present government COVID-19 restrictions.

All applications will be acknowledged.

Equality & Diversity

YDMT is subject to the public sector duty under the Equality Act 2010 and as such is committed to equal opportunities and expects all staff and volunteers to recognise and value differences and to treat

everyone with dignity and respect. We actively encourage people from diverse backgrounds to apply.

