

## **RNSA TRUSTEE ROLE DESCRIPTION**

### **PURPOSE OF THE ROLE**

1. As a Trustee of the Royal Naval Sailing Association Charity (RNSA) to play a part in the organisation's governance, including:
  - a. setting the strategic direction of RNSA, evaluating progress and making adjustments as required;
  - b. assigning roles and responsibilities;
  - c. establishing and modelling RNSA's values and ethos;
  - d. ensuring that appropriate systems are in place to achieve RNSA's strategic aims and manage the concomitant risks;
  - e. ensuring that RNSA fulfils its charitable objectives and that it and its staff meet the expectations of those to whom we are accountable, including participants in RNSA supported sailing activity and Royal Navy Sports authorities.
2. On request, to provide independent but non-professional advice to the Chief Executive and Executive Team on any issues affecting the governance or management of RNSA.
3. To act as an ambassador for RNSA in the wider community.

### **PRINCIPAL DUTIES**

4. Preparing for, attending and participating in full meetings of the trustee board. There are currently 3/4 board meetings a year, each lasting between one and two hours.
5. Undertaking professional development as required. In-house board development seminars (including updates on important developments affecting RNSA) are normally arranged to precede board meetings.
6. Attending at least some of the public and private events at which important stakeholders are present.
7. From time to time a trustee may also be asked to contribute his or her expertise to a task-and-finish group established by the Board or by RNSA Executive or to serve in a non-executive capacity on a standing RNSA committee.

### **CRITERIA FOR APPOINTMENT**

#### **Essential criteria**

8. Not disqualified from becoming a charity trustee.
9. Able to attend at least 80 per cent of board meetings, and to participate in other RNSA events and undertake professional development as required.
10. Passionate about sailing and the difference that it can make to individuals and efficiency of the Royal Navy.
11. Effective communicator, able to support, encourage, challenge and persuade colleagues and stakeholders.
12. Able to analyse and understand problems from a variety of different points of view.
13. They are comfortable with the routine use of ICT – able to receive and send emails, download information from websites and from the RNSA's website, complete forms online and create or modify simple Word (or similar) documents.
14. Able to empathise with serving personnel following different sailing disciplines and at different proficiency levels across RNSA.
15. They are committed to RNSA's vision and values.

#### **Desirable criteria**

16. Keenly interested in one or more of RNSA's significant areas of activity
17. Familiar with Royal Navy Sports policy and value of sport in promoting efficiency of armed forces.