

ROLE DESCRIPTOR - TRUSTEE

Overall purpose

Trustees are responsible for the strategic direction, broad policy framework and oversight of the Trust and all its schools. They take decisions that are in the best interests of the MAT as a whole and are not representative of any one of the constituent schools. The Trustees are also Directors of the MAT which is a company limited by guarantee and registered as such at Companies House.

Main duties and responsibilities

1. To ensure that the activities of the Trust fulfil the objectives as described in the Articles of Association and the Memorandum of Understanding.
2. To ensure compliance with the Trust's duties under company and charity law.
3. To ensure the Trust and its schools are compliant with all statutory obligations.
4. To safeguard the assets of the Trust.
5. To ensure the solvency of the Trust and to abide by the agreements made with the Department for Education and Education and Skills Funding Agency.
6. To review the Trust Board's terms of reference on a regular basis and to recommend any changes to the Board of Members.
7. To approve the terms of reference of the Board's committees.
8. To approve the terms of reference for devolved governance arrangements.
9. To approve the Trust's annual budget and monitor progress through the receipt of regular reports and to commission auditors.
10. To approve the annual budget for each school and monitor expenditure against the budgets.
11. To approve the annual and other statutory reports to Members and the ESFA.
12. To agree and review from time to time the scheme of delegation to the schools.
13. To determine the overall strategic direction and development of the Trust through good governance and clear strategic planning.
14. To challenge and support the Trust's CEO.
15. To oversee the performance of the Trust and its schools and direct change where performance falls short of expectation.
16. To agree policies across the schools within the Trust.
17. To ensure that risks are mitigated where possible and otherwise effectively managed.
18. To review the effectiveness and skill set of the Board and recommend appropriate changes to the Board of Members.

Person specification

Trustees are expected to have experience which enable them to directly support and scrutinise the three pillars of MAT activity – education, finance, and business operations.

It is important that the Trust Board as a whole has an appropriate breadth of skill across these areas. In common with all those involved in our governance, Trustees must espouse the values of the Trust, commit themselves to working in accordance with the Nolan Principles and agree to abide by the Code of Conduct. They must also, over time, develop a sufficiently deep understanding of the Trust's Articles of Association and Master Funding Agreement as well as the DfE's Academies Financial Handbook and Governance Handbook to enable them to fulfil their legal duties in regard to both company and charity law.