



The Mission to Seafarers

Appointment Brief

Finance Trustee

September 2022



Welcome

Thank you for your interest in serving as a Trustee of The Mission to Seafarers. I and my fellow Trustees look forward to welcoming you to join us in the important work of providing strategic direction and oversight to our teams touching the lives of seafarers and their families across the world every day. We are here for the world's 1.6 million seafarers in an ever-changing environment, contributing to a world in which every seafarer and their family, irrespective of faith or cultural background, will enjoy a high quality of well-being and the maximum opportunity to thrive and find fulfilment.

This is an exciting time in the life of the charity. If you are a qualified and experienced accountant willing to chair our Audit and Risk Committee and provide advice and guidance to the Board as we make decisions on financial matters, we want to hear from you. We are an engaged Board that works collegiately to ensure that the charity is well governed and stays true to its charitable objects. The Mission to Seafarers is unconditionally committed to the support of all seafarers and their families without discrimination, and we aim to have a diverse board of trustees that reflects those we support. We look forward to hearing from you.

A handwritten signature in black ink, appearing to read 'TS Boardley'.

Thomas Boardley
Chairman, Board of Trustees

The Charity

Ships and seafarers touch our lives like no other group of individuals and are largely invisible from us as they ply the oceans every day to bring us 90% of our daily necessities. To bring us our supplies seafarers navigate treacherous weather conditions and are separated from their homes and families for long periods. They often experience isolation, impacting their mental health. They can be abandoned by irresponsible ship owners, and they can be jailed through no fault of their own.

The Mission to Seafarers has been helping bring practical, emotional, and spiritual support to seafarers and their families since 1856. We are well established and well-known throughout the maritime world. Across our nine regions, our network of 200 port operations in 50 countries with 121 Flying Angel Centres provides emergency assistance and the hand of friendship to those who find themselves lonely and isolated in a foreign port.

The Mission to Seafarers is a Christian charity closely linked with the Church of England and the wider Anglican Communion. While this is central to its purposes, it also enjoys a wide diversity of trustees, staff, volunteers and supporters, prides itself on the breadth of its partnerships, is deeply committed to the service of those of all faiths and none and expresses its “mission” in strongly holistic and practical ways.

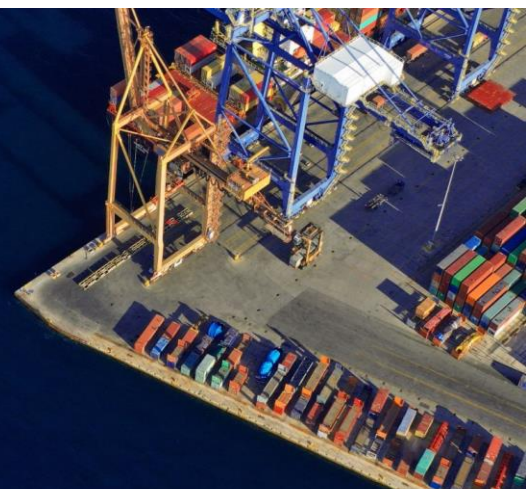
The Board

The Charity is led by a high calibre Board of Trustees who are prominent leaders with wide experience of the shipping industry, leading members of the clergy or industry leaders with relevant experience. The Board is led by the Chairman, Thomas Boardley, who has over 30 years' experience in the maritime sector, including several years as Marine Director at Lloyds Register.

The Trustees provide appropriate oversight, strategic direction, expertise, support and contacts for the Mission's work and hold meetings a minimum of four times a year (usually January, April, July and October). The Board also has the following sub-committees which usually meet once or twice a year: Audit and Risk, Governance and Nominations, Grants and Programme, Investment, and Remuneration. Trustees are usually required to sit on a minimum of one committee and some Trustees serve as the lead Trustee for one of our nine regions, and act as a sounding board for the regional director.

Our Values

- Pioneering
- United
- Inclusive
- Collaborative
- Accountable
- Caring



The Trustee Role

Each Trustee term lasts for three years and, in normal circumstances, Trustees may be appointed to the Board for up to three consecutive three-year terms or nine consecutive years. Board meetings are normally held in London with a hybrid (online) option available for each meeting when Trustees are unable to attend in person. Meetings normally last about three hours and Trustees are expected to devote sufficient time to prepare for meetings and attend. The Audit and Risk Committee meets at least 2 times a year. It is expected that the Finance Trustee will also be available to provide advice to the Director of Finance as required.



Trustees are responsible for providing appropriate oversight, governance and leadership to the charity in the pursuit of its strategies to fulfil its charitable purposes.

Role description

In addition to those duties and responsibilities performed by all trustees, the Finance Trustee chairs the Audit and Risk Committee. Other responsibilities of the role include:

- Encouraging all members of the Committee to contribute their skills, experience and opinions in order to ensure adequate scrutiny of the Charity's financial statements, accounting policies and risk management strategy.
- Chairing the Audit and Risk Committee meetings in such a manner as to facilitate debate and decision making and ensuring that the business is effectively covered in those meetings.
- Reporting to the Board on the activities of the Audit and Risk Committee and advising the Board on the charity's financial and risk management strategy.
- Liaising with the Director of Finance and Governance Manager to plan the annual cycle of Audit and Risk Committee meetings and regarding the drafting of the agendas and supporting papers.
- Participating in the informal trustee-led Finance Working Group to discuss and develop thinking around a range of finance related issues.
- Providing consistent support and advice to the Director of Finance.
- Representing the Mission at occasional events, meetings or functions as appropriate.
- Participating in any board induction, training and evaluation identified as an individual trustee and as part of the board or committee.

Person Specification

- Qualified accountant with demonstrable commercial awareness and knowledge.
- Qualifications and experience should be relevant to the UK financial reporting and regulatory environment.
- Demonstrable knowledge and experience of charity funding and finance practices
- Proven ability to communicate and explain financial information to members of the Board and other stakeholders.
- Analytical and evaluation skills, demonstrating good judgement.
- Understanding and acceptance of the legal duties and responsibilities of trusteeship.
- A passion for and commitment to Mission to Seafarer's vision, mission, ethos and values

Terms and Conditions

Time commitment: Quarterly board meetings and audit and risk committee meetings, informal meetings and supporting the management team.

Location: Meetings are hybrid, when in person they are held in London.

Term of office: The term is three years plus the option of another 2 x 3 years.

How to Apply

If you are interested in applying for this role, please ensure you provide:

- A comprehensive CV, including your recent achievements, and the details of two referees
- A supporting statement, addressing your motivations for applying. This should be no longer than one side of A4.

All applications should be sent to applications@trustees-unlimited.co.uk with your full name and Mission to Seafarers in the subject heading.

For a confidential discussion about the role, please contact Melissa Baxter (melissa.baxter@russam.co.uk / 07789 985229).

Closing date for applications: Monday 14th November

Interviews with Mission to Seafarers: Week commencing 28th November 2022

