

Norfolk Wildlife Trust Information Booklet Chair Recruitment

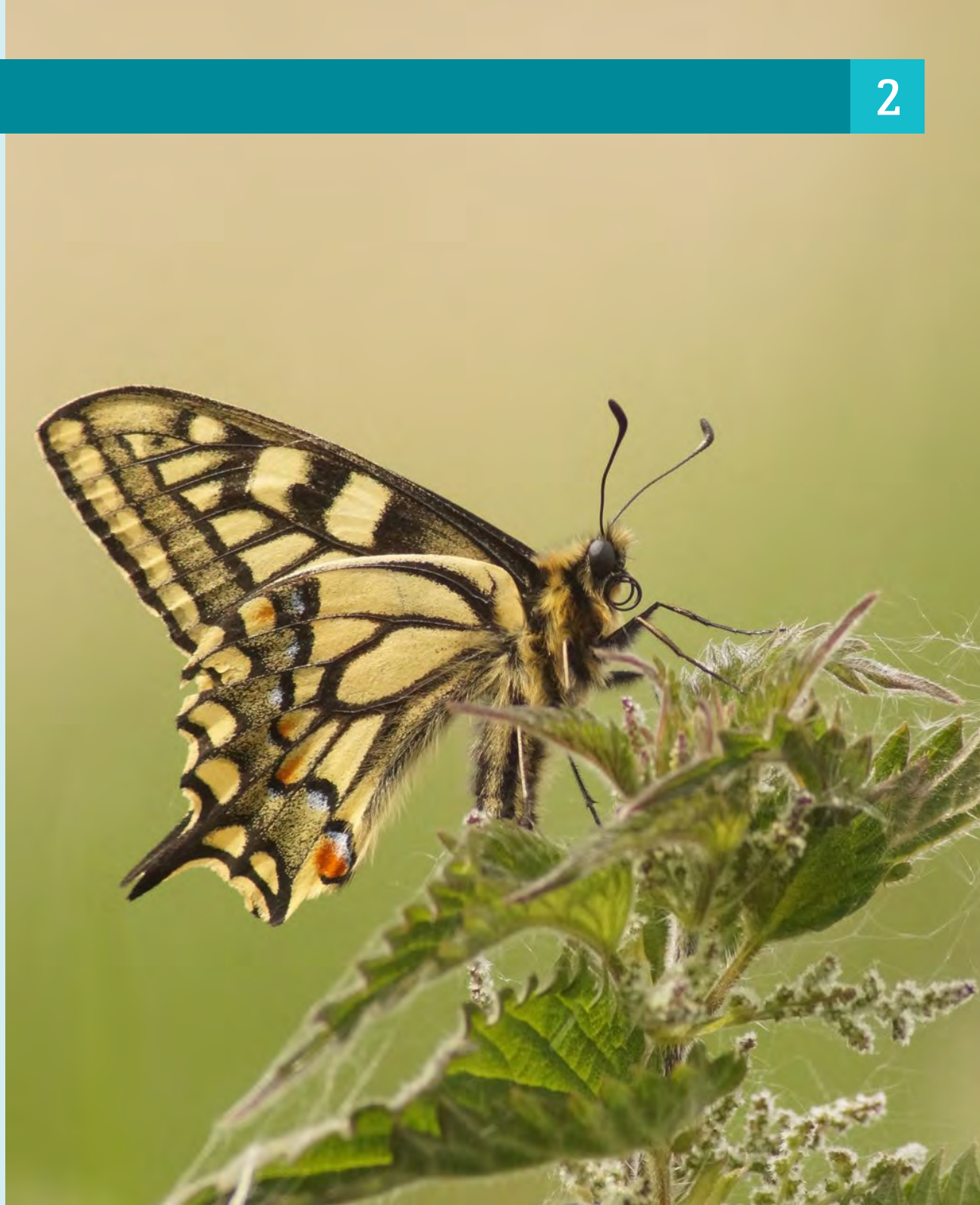


The
Wildlife
Trusts

**Trustees
Unlimited**

norfolkwildlifetrust.org.uk

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Thank you for your interest in the Chair position with Norfolk Wildlife Trust



Norfolk Wildlife Trust has an unrivalled reputation as the first, oldest and among the largest of the 46 Wildlife Trusts. Since 1926 we have saved and stood up for wildlife and wild places. We have inspired people about the importance of nature in its own right and for the benefits it can bring to the

wellbeing of people and communities. And our ambitions continue: to demonstrate best practice on our nature reserves; to work with landowners and other stakeholders to provide healthy ecosystems across a connected landscape; to bring people even closer to nature; to empower staff and volunteers to develop their skills; and to share in The Wildlife Trusts' national mission is to bring back wildlife, empower people to take action, and combat the climate and nature emergency.

Due to my retirement as Chair this coming year we are seeking a passionate individual who is committed to the aims and purposes of Norfolk Wildlife Trust and eager to make a difference. While prior experience on a Trustee Board is not essential, it is desirable to have previous experience as a Chair. We provide a full induction, mentoring, training, expenses, and opportunities to engage with the Trust's work through staff days and various events. In exchange, we ask for your commitment to attend meetings, offer new ideas, and your willingness to learn about the Trust's work and commit to the role of a Chair.

Alice Liddle, Chair of Trustees, Norfolk Wildlife Trust



For nearly a century, Norfolk Wildlife Trust has been committed to the conservation of Norfolk's wildlife: a commitment expressed in land acquisition, habitat restoration, education, engagement and advocacy. Our passionate belief is that the wildlife of Norfolk deserves a healthy landscape in which to thrive and that people deserve the same.

- We own and manage over 5,000 hectares of land for wildlife.
- We are supported by more than 37,000 members.
- We have more than 90 businesses enrolled in our Investors in Wildlife scheme.
- Committed volunteers support every aspect of our work, from wildlife surveying to administration.
- We have five visitor centres and a thriving education centre offering events, workshops and exhibitions.
- We welcomed 175,000 people to our visitor centres in 2023/24
- We have connected over 11,000 children and young people with nature on our reserves, in education settings and at events.
- We are active participants in the mission of The Wildlife Trusts to secure 30 per cent of our land and sea for nature's recovery by 2030.
- Norfolk Wildlife Trust has 2 subsidiary companies: Norfolk Wildlife Enterprises (visitor centre and sales operation) and Norfolk Wildlife Services (ecological and arboricultural consultancy).



Norfolk Wildlife Trust is in a strong position and is held in high regard for our people, influence and conservation assets and expertise.

Our financial resources are robust. Our Annual Report and Financial Statement can be found on our website: norfolkwildlifetrust.org.uk/our-impact

We have a loyal base of members and corporate sponsors, high profile supporters, a dedicated body of volunteers and are supported by a strong Council of Trustees. The Trust is powered by highly skilled and motivated personnel. We have 115 staff, to which we add the contribution of casual staff throughout the summer months.



A Wilder Norfolk for All

Our **vision**: Norfolk nature is abundant, thriving and valued

Our **mission** by 2030 is to create more space for nature to thrive and more people taking action for nature

	Improve	Expand	Connect
<p>Goal 1 Abundant and thriving nature</p> <p>Outcome: Strong and connected recovery for nature across Norfolk</p>	<p>1a. Increasing abundance and diversity of wildlife in our land and sea</p>	<p>1b. Creating more space for nature</p>	<p>1c. Restoring connectivity through creating a coherent and resilient nature recovery network</p>
<p>Goal 2 People valuing nature</p> <p>Outcome: People across Norfolk are connected to, inspired by and taking action for nature</p>	<p>2a. Breaking down barriers to people taking more action</p>	<p>2b. Growing a movement of active wildlife supporters</p>	<p>2c. Enabling meaningful connections for people and nature</p>
<p>Goal 3 Leaders for Nature</p> <p>Outcome: An influential, resilient and collaborative Trust</p>	<p>3a. Building foundations of brilliant basics</p>	<p>3b. Scaling up to be strong, influential and resilient</p>	<p>3c. Empowering leadership and collaboration</p>

- Our conservation and land management decision making is based on sound scientific evidence, research and consultation with appropriate experts.
- We will stand up for wildlife where we believe it is threatened and seek positive outcomes for its protection and enhancement.
- We believe that a landscape-scale approach to wildlife and habitat management is key to ensuring the survival of many species common and rare.
- We seek to inspire people about the importance of wildlife in its own right and to spread understanding that the health and wellbeing of our environment is inextricably connected to that of people.
- We recognise that our members, volunteers, supporters and visitors are vital to our success and we seek to provide excellent standards of service and response to their needs.
- We will aim for highest possible standards of professionalism and efficiency in all aspects of our work.
- Where possible, we will work in partnership with other organisations in pursuit of common objectives and efficient use of resources and, in particular, to help deliver progress towards our vision for a Living Landscape.
- We will apply an environmental and socially responsible stance to financial decisions involving investments, sponsorship and procurement of goods and services.
- We value our staff and volunteers and will employ good practice standards in all aspects of recruitment, induction, development performance management, health, safety and welfare of staff and volunteers.
- We promote equality, diversity and inclusivity within Norfolk Wildlife Trust



We are seeking a new Chair to help deliver our Strategy.

You would be able to offer your time and expertise and, in return, we would give a full induction, mentoring and any training.

This is a voluntary position, but reasonable expenses will be reimbursed.

Terms of Office:

- Trustees are appointed for a 3-year term, renewable for up to two additional terms, for a maximum of 9 years.
- The Chair is confirmed in their post annually by the Council of Trustees.

Time Commitment - estimated at 2 days per month:

- Preparing for and attending 4 full Council meetings (approximately 3 hours each) and 2 full-day strategy meetings annually, currently held in person in or around Norwich.
- Regular one-to-one meetings with the CEO, either online or in person.
- Preparing for, attending, and speaking at the Trust's Annual General Meeting.
- Opportunities to attend regular RSWT meetings, including a 2-3 day face-to-face conference, 4 Chairs Community of Practice online meetings (1.5 hours each), and at least 4 Leaders Strategy Implementation online meetings (3 hours each).
- Preparing for and attending other committee and subsidiary board meetings as necessary.
- Representing the Trust at various events.
- One-to-one meetings and contact with Trustees, other Wildlife Trust Chairs, and Trust staff members via meetings, email, and telephone as required.
- Undertaking requisite training, including Safeguarding, Equality, Diversity, and Inclusion (EDI), and Cyber Crime training.

If you are interested then you would need to:

- Be a member of Norfolk Wildlife Trust
- Undergo regulatory checks and DBS check
- Attend an interview



Reporting to:

Board of Trustees

Term:

Trustees are appointed for a 3 year term, renewable for 2 further terms to a maximum of 9 years. The Chair is annually confirmed in post by the Council of Trustees.

Purpose of the Trustee Role:

The Chair will provide leadership to the Council of Trustees, ensuring all Trustees fulfil their duties and responsibilities for the proper governance of Norfolk Wildlife Trust. The Chair will work in partnership with the CEO and the Strategic Leadership Team to ensure the Trust achieves its Strategy: 'A Wilder Norfolk for All'.

Responsibilities:

All our Trustees need to have integrity, commitment and share a passion for the work of the Norfolk Wildlife Trust.

In addition, the Chair should:

- Provide strategic leadership to Norfolk Wildlife Trust and the Council of Trustees to facilitate the Trust in achieving its ambitious strategic goals
- Work in partnership with the Chief Executive and Strategic Leadership Team to actively shape the Trust
- Provide support and challenge to the CEO in the exercise of their delegated authority and activities and carry out their annual appraisal.
- Ensure that Council operates within its charitable objectives, fulfilling their duties and responsibilities for the effective governance of the Trust
- Chair meetings of Council effectively and efficiently, encouraging healthy discussion and debate
- Ensure that Trustees are fully engaged and that decisions are taken in the best, long-term interests of the Trust and that Council takes collective ownership
- Ensure that Council regularly reviews major risks and associated opportunities, and satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks
- Ensure that Council fulfils its duties to ensure sound financial health of the charity, with systems in place to ensure financial accountability
- Engage with Wildlife Trust federation activities, ensuring that Norfolk Wildlife Trust plays a full and active part of the movement
- Work within any agreed policies adopted by the charity



Essential Requirements:

- A strong commitment to the aims and purposes of Norfolk Wildlife Trust
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as the Chair of the Trustee Board
- A strong sense of strategic purpose
- An inclusive leadership style with experience in chairing meetings
- The ability to listen and engage effectively
- A willingness and the ability to champion the Trust's work through personal networks, social media, and other channels.
- A strong commitment to equality, diversity and inclusion.
- Commitment to the Charity Governance Code and Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- Ability to commit time to the role, including travel and attending events out of office hours
- IT skills (papers for meetings are sent electronically and many meetings are held online)



Desirable Skills:

- Experience of being a Chair/Trustee/NED
- An understanding of governance



How to Apply

If you are passionate about joining Norfolk Wildlife Trust and believe you have the skills and experience we are looking for, please apply with the following:

- An up-to-date CV
- A supporting statement of no more than 2 sides of A4, detailing why you would like to be considered, your relevant experience and expertise and what you think you can bring to the role.

All applications are being handled by our recruitment partner, Trustees Unlimited (part of the Russam group).

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

For an informal discussion about the role, please contact Melissa Baxter, Managing Partner - Charities on: melissa.baxter@trustees-unlimited.co.uk / 07789 985229.

Closing date for applications: Friday 14th February 2025

Interview with Norfolk Wildlife Trust: is likely to take place in w/c 3 March or w/c 10 March 2025

Images: Carol Adams, David Tipling, Richard Osbourne, Matthew Roberts, Elizabeth Dack, Terry Whittaker/2020VISION, Frederic Landes, Ian Siggers, Norfolk Coast Partnership, Eleanor Church, Ross Hoddinott/2020VISION



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Registered charity number 208734

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