



## **ROLE DESCRIPTION for MFPP TRUSTEES**

---

### **Trustee of Myatt's Fields Park Project**

#### **Introduction/overview**

Myatt's Fields is a local park serving Vassall and Coldharbour wards in the borough of Lambeth and Camberwell Green ward in the borough of Southwark.

In 2020, as part of a governance review funded by the Heritage Lottery Fund and Lambeth Council, the Board agreed that trustees should take on a number of lead roles in order to enable the organisation to work more effectively, more inclusively and better fulfil its purpose.

These roles are to lead on:

- Finance
- Fundraising
- Projects
- People and HR
- Events
- Policy
- Communications and marketing
- Strategy
- Community needs and community engagement
- Stakeholder management including users/user groups
- Legal matters

We currently govern the organisation through a main Board that has overall responsibility for the Charity and three subgroups that look in greater detail at:

- Community engagement (to include events, stakeholder and user engagement and comms).
- Fundraising and Projects
- Finance

In agreeing to become a trustee for MFPP, you will be expected to take on one (and sometimes more) of these lead roles and/or to join one of three sub-committees.

You will be required to make a commitment to contributing a minimum of 6 hours a month in carrying out your duties as a trustee in support of the organisation, your fellow trustees, staff and volunteers.

**Your duties as a trustee are as follows.**

- Ensuring that the organisation pursues its stated objects (purposes), as defined in the MFPP governing document, The Memorandum of Association of Myatt's Fields Park Project, by developing and agreeing a long-term strategy
- Ensuring that the organisation complies with The Memorandum of Association of Myatt's Fields Park Project, charity law, company law and any other relevant legislation or regulations
- Ensuring that MFPP applies its resources (people, money and park assets) exclusively in pursuance of its charitable objects
- Ensuring that MFPP defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of MFPP
- Ensuring the effective and efficient administration of MFPP, including having appropriate policies and procedures in place
- Ensuring the financial stability of MFPP.
- Protecting and managing the property of MFPP
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of staff.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience you possess in your Lead Role to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, leading or contributing to sub committees or other areas in which the trustee has special expertise.

**Person specification**

- A commitment to MFPP and its work
- A commitment to ensuring that Myatt's Fields benefits the whole community and particularly those members of the community that are disadvantaged for economic or social reasons
- A willingness to devote the necessary time and effort (minimum 6 hours a month)
- Independent judgement
- A willingness to speak your mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.