Overview
In Uganda, more than 50,000 children are growing up in orphanages. Nearly all these children have families.

Child’s i Foundation helps children return to families by rebuilding family support systems. We work with partners to develop family solutions to replace orphanages, including foster care. We support families to prevent separation and we reunite children with families or find new adoptive or foster families. We help repurpose orphanages into services to support children in families and strengthen communities.

We work with the Government to build the capacity of a national social workforce across Uganda, and inspire a nation to reimagine the care of its most vulnerable citizens.

Role Description
Trustees are the people responsible under the governing document of Child’s i Foundation (“CiF” or the “Charity”) for controlling the management and administration of the Charity.

A Trustee is required to act reasonably and prudently in all matters relating to the Charity and, in executing her/his duties, must always bear the interests of CiF in mind.

The role of a Trustee is:

- To ensure that CiF complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that CiF pursues its objectives as defined in its governing document
- To ensure that proper financial controls are maintained and ensure that CiF applies its resources exclusively in pursuance of its objectives i.e. the Charity must not spend money on activities that are not included in its objectives, no matter how worthwhile or charitable those activities are
- To set and maintain vision, mission and values
- To oversee the development of strategy, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To ensure accountability
- To oversee employment procedures and respect the roles of staff/volunteers
- To support the operational management of the organisation
- To draw up and monitor the implementation of internal policies, which must include equality and diversity as well as health and safety policies and grievance and disciplinary procedures
- To ensure that risk assessments for all aspects of the business are carried out
- To safeguard the good name and values of CiF and its affiliate Child’s i Foundation Uganda
• To maintain effective board performance and ensure the effective and efficient administration of the Charity including funding, insurance and premises

• To promote CiF to one’s networks and contacts to support the delivery of the strategy and leverage support to make a direct and positive difference

• To act in the best interests of the Charity, never in one’s own personal interests of or in those of another organisation.

In addition to the above duties, each Trustee should use any specific skills, knowledge or experience s/he has to help the board reach sound decisions. These may involve scrutinising board and focus group papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the Trustee has special expertise.

Members should consult the Charity Commission website at which gives useful guidance concerning the duties of a Trustee of a UK charity.

**Committees**
The following Board committees are in place, and Trustees may be asked to sit on one or more of these committees, depending on their individual skill sets and interest. Other committees may be created as needed. The time commitments for committee service vary depending on the purpose of the committee and will be discussed with individual Trustees in deciding on which committees they should serve. In some cases, a Trustee will also be asked to chair a committee. Committee members and chairs are appointed by the Board of Trustees:

- Programmes and Safeguarding Committee
- The Finance, Risk and Governance Committee
- Fundraising Committee.

**Supporting the Charity**
Trustees of CiF are expected to treat the organisation as a philanthropic priority. Widespread participation by the Trustees is often a critical aspect of securing foundation and government grants.

Trustees can support the organisation in many ways – for example through direct financial contributions; by helping to generate new sources of income; or by donating time and expertise towards the Charity’s work.

The ways in which a Board member can meaningfully contribute will be discussed with prospective Trustees.

**Appointment of Trustees**
Trustees are appointed by the Board of Trustees

Section 72(1) of the Charities Act 1993 disqualifies anyone who:

• Has been convicted of an offence involving deception or dishonesty, unless the conviction is spent

• Is an undischarged bankrupt
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- Has previously been removed from trusteeship of a charity by the court or the Charity Commission
- Is under a disqualification order under the Company Directors Disqualification Act 1986.

It is an offence to act as a charity trustee while disqualified unless the Charity Commission has given a waiver under section 72(4) of the Charities Act 1993.

**Term of Service and Meetings**

Board Members are appointed for a three-year term renewable twice for a maximum of nine years.

The Board meets 4-6 times a year and all members will be expected to attend meetings and subcommittee meetings. Board members will be expected to contribute their time and skills between meetings to provide support to the small executive team comprising of 5 members. The meetings occur in Central London and generally take 2 to 3 hours. All Trustees are encouraged to visit the programme and meet the team in Uganda. On occasion special meetings of the Board will be called by the Chair to address matters that come up between regularly scheduled meetings.

Please contact Shelley at shelley@childsifoundation.org if you are interested in becoming a Trustee.