Shetland Amenity Trust

Job Description



Job Title: Trustee

Position Overview:

As a Trustee of the Shetland Amenity Trust, you will play a vital role in governing and guiding the Trust to facilitate its remit in the preservation, promotion, and enhancement of Shetland's natural and cultural heritage. This is a voluntary position that requires a commitment to the trust's objectives and a passion for preserving Shetland's unique natural resources and cultural identity.

Key Responsibilities:

Governance and Strategic Leadership:

Actively participate in trustee meetings, providing input and insight to shape the Trust's strategic direction and decision-making processes.

Ensure compliance with legal, regulatory, and governance requirements, and uphold the highest standards of ethical conduct.

Contribute to the development and implementation of the Trust's long-term plans and policies.

Support the Trust's Mission and Objectives:

Demonstrate a deep understanding and commitment to the Trust's mission, vision, and values.

Advocate for the preservation and enhancement of Shetland's natural and cultural heritage, actively engaging with stakeholders, community members, and partner organisations.

Financial Stewardship:

Contribute to the financial management and oversight of the Trust, ensuring the responsible use of resources and adherence to budgetary guidelines.

Review and approve financial reports, budgets, and fundraising strategies, providing guidance and support to maximise the trust's financial sustainability.

Risk Management and Compliance:

Identify and assess potential risks and challenges to the Trust's operations and assets, taking appropriate actions to mitigate risks and ensure compliance with relevant laws and regulations.

Ensure appropriate systems are in place to monitor and evaluate the trust's performance, impact, and outcomes.

Stakeholder Engagement:

Act as an ambassador for the Trust, building and maintaining positive relationships with stakeholders, including government bodies, community organisations, funding agencies, local communities and stakeholder groups.

Promote collaboration and partnerships to further the Trust's objectives, lever in resources and expertise for maximum impact.

Fundraising and Development:

Support the Trust's fundraising efforts by maintaining a positive community profile, encouraging potential sponsors and supporters, and contributing to the development of fundraising strategies.

Qualifications and Skills:

A genuine passion for heritage preservation, environmental conservation, and cultural sustainability.

Strong leadership and governance skills, with the ability to make informed decisions and work collaboratively as part of a diverse team.

Excellent communication and interpersonal skills, with the ability to engage and influence stakeholders from diverse backgrounds.

Experience in a relevant field, such as heritage management, environmental conservation, fundraising, or governance, is desirable but not mandatory.

A commitment to dedicating the necessary time and effort to fulfil the duties and responsibilities of a trustee.

A willingness to learn and stay informed about relevant legal, regulatory, and industry developments.