

**Trustee Appointments**

 **– Asylum Seeker & Refugee Representatives**

**Do you have lived experience as an asylum seeker or refugee,**

**and want to be a trustee of the Welsh Refugee Council?**

**Trustees wanted**: We are looking for people who can bring their experience as an asylum seeker or refugee together with their professional skills and knowledge to help direct our work towards realising our vision and mission:

**Vision -** Working together for a Wales where refugees and asylum seekers are welcomed, respected, and have access to protection, safety, and dignity, that enables them to contribute and fully participate in the Welsh society

**Mission -** To improve the lives of asylum seekers and refugees in Wales through delivering specialist support and influencing policy and practice

**We are the Welsh Refugee Council**

You will be joining us at an exciting time in our journey, helping us and the sector to support those who are forced to seek safety.  With over 31 years’ experience, we are trusted by the communities we serve and are seen as the lead organisation in Wales for asylum seekers and refugees.

We are proud that during the Coronavirus pandemic we adapted our services and were able to grow our income significantly. None of our staff were furloughed and this is testament to the adaptability of our staff, the demand for our services and the inequalities that persist in society- that require amazing people to do something about it.

**Your role as a Trustee**

We are looking for individuals who will have strategic vision, independent judgements, an ability to think creatively and confidence to speak their mind. You will also be expected to:

* Act as a guardian of our Charity’s mission and values and protects our reputation.
* Ensures we operate in compliance with our governing document and regulatory requirements and in line with good governance practice.
* Monitor and review our approach to risk, including financial, reputational, legal, and operational
* Review and approve our Strategy, policies and plans and ensures effective implementation.
* Oversee developments that balance the needs of current and future beneficiaries.

Previous experience as a Trustee is not necessary, as we are committed to full and appropriate induction, mentoring, training, and support for all new Trustees.

**Time commitment**

Trustees would need to be able to make a commitment to the WRC and devote the necessary time to read Board papers, sector updates and attend meetings.

The Board of Trustees meets five times a year, in addition trustees also attend either the Strategy or Resources sub-committees which meet four times a year respectively. On an ad hoc basis there maybe additional work for specific mini projects- such as the recruitment of trustees or attending a training event.

Our Board meetings and Strategy Sub Committee meetings are generally held between the hours of 5:30pm and 7:30pm, with our Resources Sub Committee meeting around 4pm to 6pm.

**Location:** We currently hold our Board meetings online. We also meet occasionally in our main office based in Cardiff for Strategy days.

**Renumeration:** Being a trustee is unpaid. We are happy to pay for role related out-of-pocket expenses.

**Application**

To apply, please provide a Cover Letter which explains in 2-3 pages:

1. Why you want to be a trustee of the Welsh Refugee Council?
2. What experience, knowledge, and skills you can contribute as a trustee? (*Please provide examples from relevant experience in work and with community groups that demonstrate where your involvement has made a positive difference).*

**Please also attach your CV** and supply two references, together with your phone number, email, and address.

If you wish to have an informal discussion about the role, please email our Chair Harry Iles to arrange harry.iles@trustee.wrc.wales

**Further guidance**

You may also wish to look at the - [Charity Commission guidance on being a trustee](https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do#trustees-duties-at-a-glance) ; and the [Welsh Refugee Council - website](https://wrc.wales/)

**Submitting your application**

Send your completed Cover Letter, CV, and references in one email to our Chair – harry.iles@trustee.wrc.wales by the deadline of **5pm on 6 April 2022.** Applications received after this closing date will not be considered.