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**Appointment Brief**

**Trustee

Pembrokeshire Coast National Park Trust**

We are looking for exceptional people to join our trustee board. The charity was launched in 2019 and has been set up to generate income to protect and conserve the UK’s only National Park which is primarily designated for its coastal landscape. This is a unique opportunity to be at the heart of shaping the future of our National Park and driving forward a new culture of giving to support this incredible Welsh asset.

**Responsibilities**

The board of trustees is responsible for the governance and ways of working of the charity. It supports staff to ensure that the Pembrokeshire Coast National Park Trust (PCNPT) is run in the most efficient and effective way and meets its duties in accordance with the requirements of the Charities Act 2011.

PCNPT has a strong relationship with the Pembrokeshire Coast National Park Authority: carrying out its work in line with their Corporate and Management Plan, which seeks to conserve and enhance the National Park for the enjoyment of the public.

The board of trustees is responsible for driving forward our philanthropy programme by helping to secure significant support for projects that seek to achieve the charities aims to conserve and enhance the National Park.

**The Role**

**Assisting with the fundraising programme**

* Work with Charity Director and any relevant Officer to identify potential major donors – philanthropists, companies, trusts and foundations
* To introduce new contacts to PCNPT from your personal or professional networks
* Actively seek financial support to assist the trust in its objectives
* Provide guidance and support on the future introduction and marketing of a broader fundraising programme

**Represent the Pembrokeshire Coast National Park Trust**

* Act as a figurehead for the PCNPT fundraising programme, allowing the Trust to use their names in literature, press releases and other materials
* Act as an ambassador for PCNPT, be passionate about its work and communicate this effectively to the external world
* To attend PCNPT’s donor meetings and events whenever possible and participate in gaining support as requested

**Charity governance and standards**

* To work in partnership with members of the Pembrokeshire Coast National Park Authority, to meet our shared objectives in respect of the National Park
* To help establish and advise on Governance issues, particularly those associated with the operational aspects of the charity
* To declare any conflict of interest while carrying out the duties of a trustee
* To participate in grant making panels as a representative of the PCNPT, as required
* To ensure that the PCNPT complies with its constitution, charity law and any other relevant legislation or regulation and has the resources, policies and structures necessary to be effective
* To contribute to the strategic direction of the organisation by setting overall policy, defining goals and regularly reviewing performance.
* To ensure that fundraising is conducted in line with the values of the organisation and in line with best practice, as established by the Fundraising Regulator
* To act in the best interests of PCNPT at all times
* To attend quarterly trustee meetings and the AGM

**Personal Specifications**

* Strong relevant national networks or connections
* Ability to negotiate and influence others to secure results
* Ability to support and challenge constructively
* Ability to analyse and evaluate complex issues and options
* Ability to communicate clearly in non-technical language
* Ability to provide leadership and advocacy (in team or organisation)
* Knowledge of Income Generation and or Fundraising
* Financial awareness
* Strong creative and innovative thinker
* Integrity
* A willingness to devote the necessary time and effort to their duties as a trustee

**Terms of Appointment**

* This is a volunteer position which is not remunerated. Travel and reasonable subsistence expenses will be reimbursed. You will not be employed by Pembrokeshire Coast National Park Trust.
* The initial time commitment will be approx. 8 days per year.
* The position is initially offered on a 3 year renewable term.

**How to Apply**

Interested parties should apply by the 8 June 2022, sending a CV and covering letter to Jessica Morgan, Charity Director at jessicam@pembrokeshirecoast.org.uk or for more information about the role and Pembrokeshire Coast National Park Trust, please call 01646 642811.