



Trustee – Foundation for Paediatric Osteopathy- FPO (trading as Osteopathic Centre for Children)

Background – The FPO is a Company Limited by Guarantee and a Registered Charity. It is governed by a Board of Trustees operating in compliance with the Charity Commission guidance on good governance.

The Charities Act 1993 defines charity trustees as those responsible under the charity's governing document for controlling the administration and management of the charity. This is the case regardless of the terminology used to describe the role. For FPO charity trustees are the board of directors known as the trustee board.

Remuneration: The role of Trustee is not accompanied by any financial remuneration, although expenses for travel may be claimed.

Location – London

Time Commitment

- The Board meets at least four times a year
- It is important that the Chair is available to relevant individuals on a regular basis.
- In addition to Board Meetings, other contact – usually electronic or by telephone – will be necessary

Charitable objectives:

- The relief of sickness amongst children and young people by the provision of osteopathic treatment & the improvement of quality of life among children and young people
- To provide education and training for osteopaths
- To promote the benefits of osteopathy for children
- To monitor and carry out research.

The trustee board comprises:

- the chair
- and a minimum of four elected trustees

Trustees - The statutory duties of a trustee are:

- To ensure the organisation complies with articles of association, charity law, company law and any other relevant legislation or regulations.
- To ensure that the organisation pursues its objectives as defined in its governing documents.



- To ensure the organisation applies its resources exclusively in pursuance of its objectives - the charity must not spend money on activities which are not included in its own objectives.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation Senior Staff members, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for its “corporate” behaviour; ensuring that the charity complies with all legal and regulatory requirements.
- Acting as guardians of the charity’s assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity’s governance is of the highest possible standard. As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions. The list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.

The board of trustees collectively needs skills and experience in the following areas:

- knowledge of Osteopathy and tertiary education
- financial management and Charity SORP Reporting
- knowledge of fundraising and income generation
- public policy and public affairs
- digital and marketing strategy
- company secretary and legal adviser (corporate governance)
- patient liaison officer



Qualities of a Trustee Essential

- Understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship.
- Commitment to the charity's objects, aims and values and willingness to devote time to carry out responsibilities.
- Strategic and forward-looking vision in relation to the charity's objects and aims.
- Good, independent judgement, political impartiality and the ability to think creatively in the context of the organisation and external environment.
- Good communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Balancing tact and diplomacy with willingness to challenge and constructively criticise.
- Prior experience of committee/trustee work.
- Knowledge of the type of work undertaken by the organisation.
- A wider involvement with the voluntary sector.
- Some experience of charity finance and charity fundraising.
- Leadership skills exercised through a period change.