



Brook Learning Trust Member Role Description & Person Specification

Members, as the guardians of the governance of the trust, have a limited and distinct role which does not duplicate the role of the trust board or assume the role of Trustees. Members are ultimately responsible for ensuring the appropriate accountability of the trust by considering its compliance with charity law, company law and its regulated authorities through the appointment of appropriate non-executive Trustees. They are tasked with assessing if the board of Trustees is performing well and ensuring that the charitable objectives are being fulfilled.

Trustees are responsible for making key decisions, conducting the business of the trust and delivering the three core governance functions:

- Ensuring clarity of vision, ethos and strategic direction
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff
- Overseeing the financial performance of the organisation and making sure its money is well spent.

All involved in governance must be ambitious for all children and young people and infused with a passion for education and a commitment to continuous school improvement that enables the best possible outcomes.

The key roles and responsibilities for trust Members are set out below:

- To be signatory to the founding Articles of Association
- To make amendments to the Articles of Association, subject to restrictions of the Funding Agreement or charity law
- To appoint new Members or remove existing Members, within given circumstances
- To appoint new Trustees or remove existing Trustees, within given circumstances
- To oversee the success of the board of Trustees they have appointed, holding the Trustee board to account, and to issue direction to the Trustees to take a specific action, by special resolution, if required
- To appoint the trust's auditors and receive the audited annual accounts
- To hold the power to change the company's name
- To hold the power to wind up the company.

Members' business is conducted at Members' meetings, or by written resolution. Typically, Members will only meet once a year at the Annual General Meeting (AGM). In general, Members are not expected to attend board meetings, sit on executive leaders' performance review panels, or contribute to specific decisions in relation to the trusts' business.

To keep Members informed and engaged, one or more may also serve as a Trustee on the board, including the appointment of the chair of Trustees as a Member. When operating as a Trustee, such Members have no greater power than other Trustees, and should remain conscious of the corporate nature of the board's identify and decision making.

Skills and Experience

Essential qualities:

- Critical listening and the ability to ask effective questions
- Strategic thinking
- Excellent communication skills
- Problem solving and analysis

Desirable skills or expertise in one or more of the following areas:

- Data
- Finance and/or accounting
- Human resources (HR)
- Education
- Leadership and management
- Risk management
- Property/estates management
- The law, particularly knowledge of charity law
- Marketing and communications

Time Commitment

Minimally, Members are expected to attend the Annual General Meeting of the trust. Meetings are held at one of the Trust academies and generally start at 6.00 pm.

Additional information

Multi academy trusts (MATs) are both charities and companies limited by guarantee. All those appointed to the Board are expected to fulfil their duties in accordance with the seven principles of public life (the Nolan Principles); selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

BLT website

www.brooklearningtrust.org.uk

If you would like to know more about becoming a Brook Learning Trust Member, please get in touch with the Chair of Trustees, Ian Daker, via the Clerk to the Board, Cheryl Kuit.

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Phone: 01580 712754 ext 277