

JOB DESCRIPTION: TRUSTEE

The Howard League for Penal Reform's mission is to achieve less crime, safer communities and fewer people in prison. The Board of Trustees has stated its aim for the charity is to recognise the humanity of all people involved in criminal justice.

We seek to uphold their dignity and respect their human rights.

We strive to minimise the human suffering and social harms that are both causes of crime and consequences of punishment.

We stand for constructive forms of justice that contribute to building a safer, fairer society.

We stand against abuse and mistreatment and all forms of discrimination in the criminal justice system.

The role of a trustee is:-

- To ensure the Howard League for Penal Reform complies with its aims and objectives, relevant charity law, company law and other relevant legislation
- To provide organisational purpose and leadership
- To act with integrity, adopting values and creating a culture that help to achieve the Howard League's mission
- To ensure the organisation applies its resources in pursuance of its objects
- To make sure the board operates effectively within its diversity policy and that this supports its leadership and decision making
- To make sure the board operates in the spirit of transparency, openness and accountability
- To attend regularly and contribute actively to the Board of Trustees meetings
- To contribute to giving strategic direction, setting overall policy and evaluating targets
- To safeguard the good name and values of the Howard League for Penal Reform
- To ensure the effective and efficient administration of the Howard League for Penal Reform
- To ensure the financial stability of the organisation including agreeing an annual budget and annual accounts
- To scrutinise board papers, lead discussions, focus on key issues, provide advice and guidance on new initiatives
- To appoint the chief executive and monitor performance
- In addition, trustees should use specific skills, knowledge and experience to help the Board of Trustees reach sound decisions
- To participate in Howard League for Penal Reform activities and to maintain a knowledge of the work of the organisation
- To ensure that the Howard League is a good employer

Conditions: Appointed for a 3 year term, attend 4 board meetings per year and ad hoc conferences and events.