

Equality in Tourism works to ensure gender equality in the global tourism industry. We help to drive change in the development and practice of global tourism by empowering women through the involvement of local communities and by engaging stakeholders at every level.

After operating as a loose network of like-minded academics, activists and tourism practitioners for five years, we decided to register Equality in Tourism as a charity. This presents a new and exciting phase for us, and we are building a team fit for this next chapter of our journey.

We are looking for a passionate and conscientious individual to join our board of trustees as trustee responsible for fundraising. The role of a trustee is to ensure that Equality in Tourism fulfils its duty to its beneficiaries and delivers on our vision, mission and values.

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Role Description

Objective:

- To contribute to the charity's fundraising plans and strategy and provide guidance and support the organisation's fundraisers
- To ensure fundraising is of the highest standard and priority

Main Responsibilities

- Oversee fundraising and to make sure it is carried out in legal, honest and accountable ways
- Encourage innovative thinking for fundraising
- Monitor progress and hold fundraisers to account
- To question and evaluate fundraising strategy and implementation
- Contribute knowledge of fundraising strategies and results analysis
- Provide expert insights in the budget approval process
- Carry out risk assessment at every fundraising stage, especially when considering new or ambitious fundraising strategies
- Network on behalf of the charity to solicit funds on a peer to peer basis
- Be an active champion of the organisation.

Qualities of a Fundraising Trustee

We're seeking someone who has a strong commitment to gender equality and empathy with our mission.

Essential

- At least 2 years' fundraising/income-generation experience
- Knowledge and understanding of the UK charity sector, good governance, Charity Commission, Companies House requirements, relevant legislations and statutory requirements
- Understanding of the challenges facing a small charity in maximising income streams and donor cultivation
- Excellent networking skills, influencing and communication skills

Desirable

- Experience of diverse fundraising practices, including statutory funds, corporate and philanthropic Experience of using digital and/or social media for fundraising purposes
- Experience of working in the voluntary sector.
- A thorough understanding of the Code of Fundraising Practice

The statutory duties of a trustee are:

- To ensure the organisation complies with its governing document.
- 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, no matter how 'charitable' and 'worthwhile' those activities are.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, 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.
- Together with other trustees to hold the charity "in trust" for current and future beneficiaries by:
 - 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.

Further details

Remuneration	No financial remuneration, although expenses may be claimed.
Location	Working from home. Office in North London. Meetings by skype.
Time commitment	4 Board meetings per year.
Reporting to	Board of Trustees.