

Trustee Job Description and Person Specification

Mission Statement

'Our mission is to offer professional support to registered childminders, promoting high quality childminding through education and training and championing the vital and unique role childminders play.'

We will support and work in partnership with children and families in every community to ensure that they have access to high quality childcare, enabling children to reach their full potential and keeping them at the heart of all our activities.'

This is a great opportunity to help move our organisation forward as we support registered childminders, helping them improve outcomes for the children in their care.

Responsibilities

- Ensure that Childminding UK is run in accordance with its mission
- Act within Childminding UK's best interests at all times
- Manage the charities' finances responsibly
- Prepare for and attend Trustee meetings
- Respond to relevant emails/messages in between meetings as needed
- Occasional participation in subcommittees or project groups.

Commitment

- Trustee meetings are held monthly in the evenings, via Zoom
- Annual Conference attendance if possible – 1 per year
- Staff/committee Away Day attendance if possible. Planning the next years business plan – 1 per year

Term of Appointment

Trustees are typically appointed for a **three-year term**, renewable subject to Board approval.

What You'll Gain

- The opportunity to shape the future of childminding and early years support across the UK
- Experience in charity governance and strategic leadership
- Confidence in your ability to make a difference
- The satisfaction of contributing to an organisation that supports thousands of professional childminders and families.

Skills/experience

We are looking for someone who is passionate about childminding and has commitment to the aims and values of Childminding UK. Someone who can think and plan for the future, has integrity, can assimilate information, contribute to discussions, ask searching questions, challenge ideas and can work effectively as part of a small friendly team.

Experience in some of the following would be of benefit but not essential:

- Business
- Experience of serving on a Board or Committee
- Finances
- Human resources
- Marketing
- IT
- Project management
- Policy or advocacy work

Childminding Trustee applicants must be Childminding UK Members. Other applicants will be provided with the relevant information needed.

We welcome applications for Trustee positions from former staff members and their relatives, provided at least five years have passed since their employment with Childminding UK.