



PHASE Worldwide is seeking a Trustee to strengthen and lead the Board's work on all areas of fundraising.

Role: Trustee

Location: Bristol, London, or Sheffield for Board Meetings on a quarterly basis

Hours: 1-2 days per month

Salary: Unpaid but travel expenses covered

PHASE Worldwide

PHASE Worldwide is a Bristol based organisation which is changing lives for some of the most remote communities in the world. Use your experience to help drive and support PHASE Worldwide's strategic direction in all areas of fundraising.

Sustainability is a key part of our work. We are committed to the strengthening and expansion of existing services. We aim to make a lasting difference, but not to stay and duplicate local government services.

To get a better idea of our work, please see our latest impact report [here](#).

The Role

PHASE Worldwide is led by its Board of 8 Trustees, who are responsible for overall governance and strategic direction. Being a PHASE Worldwide Trustee is a valuable role and you will be able to make an important contribution to our current work and future direction. In particular, you will support PHASE Worldwide in implementing our 2018 – 2021 organisational strategy as well as our 2019 – 2022 fundraising strategy.

We are looking for a Trustee with expertise in fundraising, either UK charity sector or International Development, to understand, re-think and support the development of PHASE Worldwide's fundraising at a strategic level. The Trustee will also be responsible for leading the Fundraising and Communications Working Group which provides the staff team with regular oversight and development on fundraising. The Trustee would be the Chair of the Fundraising and Communications working group.

Person Specification

- Extensive senior management or practitioner experience in fundraising, with preference to working within International Development
- Demonstrable significant experience and knowledge appropriate for the role
- Ability to contribute significantly to the work of the Trustees through application of expertise
- Experience of operating strategically at Board Level or of leadership

Key Attributes

- Proven track record of successfully implementing and overseeing different avenues of fundraising, with a particular focus on large appeals, events, and campaigns (e.g. UK Aid Match) and individual giving/supporter stewardship.

- Strong leadership skills with the ability to motivate staff and volunteers
- A demonstrable commitment to PHASE Worldwide's aims, values and work
- Strong inter-personal and relationship building abilities

We are looking for an individual to fulfil the overall brief so please do not be deterred if you do not fulfil every line.

Time Commitment

Your minimum commitment in an average year is likely to be 15 – 20 days (including reading). Meeting dates are fixed in advance and all sub-committee working groups are taken remotely. The initial term of office is three years, with the potential to be reappointed.

There are four board meetings a year which last half a day. The meetings are either in Bristol, London, or Sheffield. We pay reasonable travel expenses in accordance with our expenses policy.

We would ideally like you to join the Board by January 2020. Your first few months should allow for 2-3 additional days for induction with the Director and wider staff time.

Our Values and Commitment to Safeguarding

PHASE Worldwide has a zero-tolerance statement on bullying, harassment and sexual exploitation and abuse. PHASE Worldwide is committed to and proactive in its response to keeping vulnerable people safe both in the UK and Nepal.

We look to prioritise candidates who share and demonstrate PHASE Worldwide's [values](#).

We are committed to ensuring diversity and gender equality within PHASE Worldwide and encourage applicants from diverse backgrounds to apply.

To Apply

If you believe you are the candidate we are looking for, please email your CV and a short covering letter to tom@phaseworldwide.org explaining how you believe your skills and experience match the requirements of the role.

If you have any queries before applying or would like to chat about the opportunity and requirements, please feel free to email tom@phaseworldwide.org.

Closing Date: 27th October 2019 23:59

Interview: w/c 4th – 8th November 2019

Appointment will be subject to a satisfactory basic DBS check and 2 satisfactory references.