

Whanganui Community Living Trust Board Member Job Description

Position title	Board member/trustee
Reports to	Board Chairperson or their delegate

*He aha te mea nui o te o? He tangata he tangata he tangata.
What is the most important thing in the world? It is the people, it is the people, it is the people.*

About the Whanganui Community Living Trust

The purpose of the Trust is:

- a. **Empowerment and support** to establish a range of supportive options to empower mental health and disability consumers, fostering their independence and integration into the community. Providing comprehensive rehabilitation services and resources to promote wellness.
- b. **Community Advocacy and Education** to advocate for the rights of mental health and disability consumers in New Zealand, promoting justice and recognition of cultural principles. Educate and engage the community to reduce stigma and increase understanding of mental health issues.
- c. **Collaboration and Partnerships** to collaborate with social services agencies and other entities to further the trust's objectives, ensuring collective efforts in supporting mental health and well-being.
- d. **Resource Management and Development** to secure necessary resources and manage financial support to fulfil the trust objectives. Acquire and manage property and assets beneficial to Trust purposes.
- e. **Diverse and Inclusive Culture** to cultivate a diverse, inclusive workforce aligned with the trust objectives, fostering a community culture that supports mental health and well-being.
- f. **Financial Sustainability** to secure financial resources through funders and activities such as grants and donations, while also managing assets effectively, including acquiring and holding such assets and investments to support the trust's objectives and mission.

Our purpose/tātou whāinga

To support people in our community with mental health conditions and/or disabilities.

Our vision/tātou moemoeā

To empower and support people with lived experiences of a mental health condition and/or disabilities to achieve personal goals and to become full and active members of our community.

Values

Our values embrace the Kaupapa Māori concepts of:

Kaitiakitanga/trust	Committed to upholding trust as a fundamental value, both in our relationships with others and in our professional growth and development
Manaakitanga/respect	Showing respect and care for people who use our services, information and share stories of their journey
Māramatanga/understanding	Providing a better understanding of mental health conditions and/or disabilities
Tautoko/support	Providing support and education through a person-centred approach to achieve better health outcomes
Kotahitanga/teamwork	Working together in partnership with our community upholding our TRUST values.

Responsibilities of the board

- establish a governance framework, including a compliance framework, to ensure the trust meets its obligations
- set the strategic direction to help the trust achieve its vision and purpose
- oversee the financial performance of the trust
- oversee a risk management strategy and risk management strategic performance
- oversee the performance and remuneration of the Trust general manager
- operate within statutory powers and policies
- oversee the occupational health and safety of the trust
- enhancing the trust public image; &
- assessing the board's own performance as the governing body of the trust.

Responsibilities of individual board members

- know the trust's mission, policies, program and needs, as well as understand its collective purpose
- faithfully read and understand the financial statements and board materials in advance of meetings
- fully engage in identifying and securing the financial resources and partnerships necessary for the trust to advance its mission
- leverage connections, networks and resources to develop collective action to achieve the trusts mission
- prepare for, attend and conscientiously participate in board/committee meetings



- engage in learning opportunities to better understand the community in which the trust serves
- uphold the legal duties and laws regarding charities
- sign an annual conflict-of-interest disclosure and update it during the year if necessary, as well as disclosing any potential conflicts before meeting and actual conflicts during meetings
- uphold the Trust Deed, Standing Orders and Board Code of Conduct.
- act with honesty, integrity and good faith in the interests of the trust.
- maintain confidentiality about all internal matters of the trust; &
- adhere to the Te Tiriti O Waitangi Partnership, Protection and Participation principles.

Requirements of a Board member

On average, this position requires around 3-4 hours per month.

Appointment as a member will be for an initial period of three years. Before the conclusion of the three years, the position will be advertised. Incumbents can re-apply.

Pre-appointment requirement

- completion of an acceptable New Zealand Police Vetting Check
- completion of a 'Confidentiality Declaration' form
- completion of 'Declaration of Interest' form

Signed: _____

Date: _____

Board member

Signed: _____

Date: _____

Chairperson