



The countryside charity  
Hampshire

## CPRE HAMPSHIRE TRUSTEE RECRUITMENT – INFORMATION PACK – September 2020

### What is CPRE Hampshire?

We are a small Hampshire-based charity, seeking three new Trustees to replace those who are nearing the end of their term. We are affiliated to the national charity, CPRE The Countryside Charity.

We're passionate about making the countryside in Hampshire a better place for everyone to enjoy. We have had considerable success in:

- fighting to protect encroachment of the existing Green Belt and putting the case for a new stretch of Green Belt north of Southampton
- preventing inappropriate development in areas of valuable countryside; we have recently successfully opposed the siting of a large waste to energy plant in a stretch of valuable countryside overlooking the Test Valley
- promoting rural affordable housing
- assisting local groups across the county to engage effectively in local planning decisions
- arguing the importance of good access to the countryside for all
- resisting recent government proposals to change the planning system which appear to us to be driven by a policy of boosting the construction industry to speed economic recovery. The environmental damage caused by the proposals would be catastrophic and permanent.

Our vibrant team of volunteers inspire people to care for the countryside and enjoy the benefits it brings wherever they live.

Volunteering with us is a fantastic way to help us champion issues such as better countryside access, more effective planning, the climate emergency, biodiversity and rural affordable housing.

With your support we can do even more! As a trustee you'll have an essential role in contributing towards the future direction of our charity. Our friendly team will provide you with training and support to develop in your role. You'll gain valuable skills and experience in charity governance.

### Why we want you?

By volunteering with us you'll be helping to find positive solutions for the issues facing the countryside. By applying your skills and experience you can make a real difference and be a central part of a friendly and passionate local charity.

As a trustee you'll contribute towards decisions to develop our charity in line with our strategy and policies. You'll also help ensure our compliance with governance regulations.



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We're looking for volunteers with some previous organisational management experience and a passion for environmental and countryside issues. But we would also welcome applications from people still at university or in the early years of their career, not least because we would like to broaden the base of our membership.

### What you will be doing?

As a member of the Board of Trustees, you will have collective responsibility for:

- Helping to develop and implement our strategic plan
- Supporting the effective and efficient administration of our charity
- Contributing to efforts to ensure the financial sustainability of our charity
- Supporting the recruitment of volunteers and staff
- Ensuring we work within charity law and regulations
- Being a positive advocate for CPRE Hampshire
- Safeguarding the good name and values of our charity

In addition, each of the three new trustees will have specific responsibility for one of the following areas:

- **Secretary to the Board of Trustees**, who will help ensure the effective administration/governance of the charity, organise/record our meetings, engage in correspondence on behalf of the Board of Trustees and ensure effective liaison between the Board and our District Groups
- **PR/marketing/campaigning** - raising the voice of the charity, engaging more effectively with our stakeholders and local media, sustaining and growing our membership
- **Fundraising** - an ongoing challenge, enhanced by the constraints of covid-19, which has prevented us from holding our usual events.

### The skills/experience you need

- (For the trustee taking on the role of Secretary) Some previous secretarial/administrative experience
- (For the other two trustees) Some knowledge and/or previous experience in the areas of PR/marketing or fundraising or campaigning
- An understanding of, or interest in, the charity sector
- Some experience of working in a strategic way - paid or voluntary
- Independent judgement and a creative approach to problem solving
- An understanding of the legal duties and responsibilities of a trustee, or a willingness to learn
- Good written and oral communication skills
- Access to a computer and the internet at home and familiarity with standard computer systems (Microsoft Word, Powerpoint, Zoom, etc)



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- Willingness to commit to volunteering regularly, to suit your availability, including attendance at meetings

### What's in it for you?

- Use your skills and experience to contribute to the success of our charity and make a positive difference to the countryside
- Meet like-minded people and enjoy being part of a team
- Enhance your CV by developing new skills and gaining valuable experience
- We'll support you to develop in your volunteering role and provide you with relevant training
- We'll give you a reference for your future work or volunteering
- Get involved with social events and workshops on a local and national level, including the annual CPRE conference
- We provide out-of-pocket travel expenses

### Key Priorities for the new Trustees

During the period of Lockdown due to Covid-19, the charity has kept in touch with our 2,000 members through regular newsletters and social media. But we have inevitably been forced to curtail on our activities. As we come out of Lockdown, we need to become more active again and raise our voice in support of the causes we believe in. We are looking to the new trustees to strengthen our team, help raise awareness of our activities, build our brand, develop our strategic campaigning capability and make our financial base more sustainable. All this to be done in line with the new strategic direction adopted by the national CPRE for 2020-26: <https://www.cpre.org.uk/resources/our-strategic-plan/>

### How Much Time will be involved?

Trustee meetings are usually 4-6 times per year on a weekday during the daytime. Our Annual General Meeting is in the evening or at a weekend. If these times are not easy for you, we can consider adjusting them.

We would expect Trustees to contribute to the ongoing work of the charity and estimate an average commitment of 3-6 hours per week.

### Where?

The charity is based in Winchester, with an office at the Winnall Community Centre, Garbett Road, SO23 0NY. Meetings are usually held at the office. But much of the work can be done from home. During the Coronavirus lock-down, all our meetings have been managed online.



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## **CPRE HAMPSHIRE TRUSTEE RECRUITMENT – INFORMATION PACK – September 2020**

### **Reporting Line**

The new trustees will report to the Chair of CPRE Hampshire, Dee Haas.

### **Duration of Appointments**

Trustees are appointed for a 3 year term. On completion of a 3 year term a trustee may, if willing, be eligible for re-election. The maximum period a trustee may serve is 3 terms of 3 years.

### **How to Apply**

Each applicant is required to submit a comprehensive CV and a supporting statement explaining how they meet the criteria and why they wish to become a trustee of CPRE Hampshire. Please also give the names and contact details of two references.

Applications should be sent to Boyd McCleary, the trustee who is managing the recruitment process, at [boydm@cprehampshire.org.uk](mailto:boydm@cprehampshire.org.uk) Boyd would be happy to arrange an informal chat with anyone who is interested in applying and would like more information.

### **Closing Date for Applications**

The closing date for applications is 15<sup>th</sup> October 2020. Interviews will be held in the second half of October.