

Chair

Challenge Adventure Group (“CAG” for short and the operating name of CAG Trust) is a voluntary youth organisation for Knowle, Dorridge and beyond aimed at boys aged 10 and above.

As our name suggests, we provide challenging, adventurous and fun activities and the D of E Award for young people in their leisure time. Taking part in fun experiential activities enables members to develop their physical and mental skills and capacities and reach their full potential of becoming positive, active and happy citizens.

Summary

CAG was formed in 2009 and became a charity, CAG Trust, in 2019. We are looking for an individual who embodies the spirit of CAG and continually keeps the integrity and goals of the organisation at the forefront of every decision that they make as part of their role. This is a key Trustee position, playing a major part in supporting CAG’s day to day activities and managing it’s growth for the future.

Description

As a Trustee you will:

- Take a lead in establishing the strategy and direction of the charity
- Provide leadership and legal advice to the committee where necessary
- Help plan and run trustee meetings
- Take the lead on ensuring that meetings are properly run and recorded
- Take the lead on ensuring that trustees comply with their duties and the charity is well governed
- Might have a second or casting vote if a vote on a trustees’ decision is tied, but only if this is specified in the charity’s governing document
- Act as a spokesperson for the charity
- Act as a link between trustees and staff

General responsibilities of a Trustee:

- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that the organisation pursues its objects as defined in its governing document.
- To ensure the organisation applies its resources exclusively in pursuance of its objects.

- To contribute actively to the Committee's role in giving firm strategic direction to CAG, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of CAG.
- 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 CAG and to ensure the proper investment of CAG's funds

In addition to the specific Trustee role the Chair will:

- Attend and facilitate committee meetings and AGM and act as chair, keeping the Committee moving towards its goals
- Work with the Secretary & other Committee members to set and distribute the agenda
- Coordinate actions of Committee and operational side working with the group leader.
- Represent CAG at some promotional or influential events / meetings.
- Attend training courses.

We are looking for a volunteer who ideally should have / be:

- Ability and willingness to effectively discharge the duties of a Trustee
- Leadership ability
- Strong communication and organisational skills.
- Experience of corporate governance and financial management.
- Willingness to devote the necessary time to the work of CAG
- A commitment to the organisation and its objectives
- Strategic vision and an ability to think creatively.
- An ability to work effectively as a member of a team.
- Ability to build and maintain good working relationships
- A car driver or have ability to travel to attend events & meetings
- The post holder must be able to provide a satisfactory Disclosure and Barring Check

Making a difference - what impact will the opportunity have?

Your input is key to the day to day running of CAG as well as securing its future. As a trustee you have the chance to support and shape the work and strategic direction of CAG, and you can make a significant difference to a cause that matters to you.

What's in it for the volunteer?

You would become part of our small, friendly team and you have the opportunity to use your time, skills and experience to make a real difference to CAG and the community in which we operate. Additionally we can offer you:

- The chance to be part of a charity at an exciting time in its development

- The chance to have a big impact. This role is essential to ensuring that CAG remains healthy and sustainable and able to navigate changing times and economic climates.
- The opportunity to make a difference to young people's lives through outdoor trips, activities and adventures.
- Experience of being on a board of Trustees.
- Expenses, so you are not out of pocket.

About the location

Where will the volunteer be working?

The volunteer will work from home will be required to attend meetings within the Solihull area.

Travel Limit

This role is partly remote but ideally the candidate should be available for face to face Committee and other meetings.

When will the volunteer be working?

Volunteer availability

- Flexible to suit you
- You would need to be available to attend Committee meetings which normally take place in the evening
- Occasional weekends to attend events

Estimate of time commitment

- 0-3 hours / week - the candidate will be able to offer further time as they wish

Details

The volunteering could be long term.

Application details

If you have any questions regarding this role please contact Izzy Jeynes on izzy@challengeadventure.org

If you would like to apply for this role please send a CV and covering letter to izzy@challengeadventure.org or [apply online at this link](#).

Successful applicants will require an enhanced DBS and two references.