

Job Specification

Title: Trustee with Legal experience - Bridport Area Development Trust

Location: Bridport and able to work from home

Reporting to: Chair

Introduction

The Bridport Area Development Trust (BADT) is a registered charity and company limited by guarantee established in 2009, run mainly by 8 Volunteer Trustees and our mission statement explains the purpose of the Trust and what we are trying to achieve.

'The Bridport Area Development Trust works in partnership to identify, plan and deliver projects that meet local need and provide long term economic and community benefit to the town and beyond.'

The Trust's two main projects to date are the Literary and Scientific Institute Building in Bridport and the West Bay Discovery Centre. The Memorandum and Articles commit BADT to 'regeneration by a wide variety of means and building preservation is only one of these'.

The Trust is prepared to consider any project in Bridport and its surrounding parishes that has a regenerative benefit especially if they are of an economic and/or educational nature but one key criteria for BADT support is that of sustainability.

Responsibilities:

We are looking for a Trustee with a Legal background who can use their experience and skills to advise fellow Trustees and support our small mission-led charity.

Working collaboratively as part of a small, flexible, and responsive team of Trustees and reporting to our Chair, you will provide advice directly or if the need arises recommend the need and type of specialist advice to be sought.

The range of matters may include contracts, projects, finance, disputes, regulatory and compliance matters, and governance.

Your profile:

Ideally qualified as a solicitor or barrister in England and Wales (including by way of transfer).

Or have gained experience in a law firm and/or an in-house environment.

Additional information:

Term of Office: The Chair and Board members will serve an initial three-year term and be eligible for re-appointment for an additional term.

Time commitment: There are at least four Board meetings per year and an AGM.

Person Specification:

- Good communications and IT skills.
- Well organised with an eye for detail.
- Understanding the role and responsibilities of the Board/Committee.
- Knowledge of or a willingness to gain knowledge of the general principles of company and charity law would be helpful.

Remuneration:

A Trustee is a voluntary position and therefore unremunerated but travel expenses of 40p per mile are available to attend meetings in Bridport if required.

Signed

5 February 2023