



Energy Sparks

Helping schools fight climate change

Chair of Trustees Vacancy

Introduction

We are seeking a new Chair of Trustees for Energy Sparks, a charity working towards a sustainable future in which the school community is at the heart of measurable action to tackle climate change. Energy Sparks equips children and young people with the knowledge, skills, and tools to take practical action in their school and wider community to reduce carbon emissions. Working with over 1000 schools nationwide we enable school leaders, staff and pupils to better understand and reduce their school's energy consumption and introduce wider measures to reduce their carbon footprint. This is an exciting opportunity to make a real difference to climate change by supporting the delivery of data-driven learning opportunities to teach young people how to cut carbon emissions in their schools.

Role Description

- The role of Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed
- Location: UK. Meetings are mostly held remotely, but occasional in-person meetings are held in Bath
- Time commitment: 3 Board meetings per year. Additionally, the Chair is expected to have monthly meetings with the Chief Executive and to contribute to major decision making between meetings.
- Reporting to the Board of Trustees

Objective

The Chair will hold the Board of Trustees to account for the Charity's mission and vision, providing inclusive leadership to the Board of Trustees, ensuring that each trustee fulfils their duties and responsibilities for the effective governance of the charity. The Chair will also support the Chief Executive and ensure that the Board functions as a unit and works closely with the entire Executive of the charity to achieve agreed objectives. They will act as an ambassador of the charity in partnership with the Chief Executive.

Principal Responsibilities

Strategic leadership

- Provide leadership to the charity and its Board, ensuring that the Charity has maximum impact for its beneficiaries

- Ensure that Trustees fulfil their duties and responsibilities for the effective governance of the Charity
- Ensure that the Board operates within its charitable objectives and provides a clear strategic direction for the Charity
- Ensure that the Board regularly reviews major risks and associated opportunities, and satisfy itself that systems are in place to take advantage of opportunities and manage and mitigate the risks
- Ensure that the Board fulfils its duties to ensure sound financial health of the charity, with systems in place to ensure financial accountability

External Relations

- Act as an ambassador for the charity
- Facilitate change and address any potential conflict with external stakeholders

Efficiency and Effectiveness

- Chair meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Ensure that Trustees are fully engaged and that decisions are taken in the best, long-term interests of the Charity and that the Board takes collective ownership
- Work closely with the Chief Executive to give direction to Board policy-making and to ensure that meetings are well planned, meaningful and reflect the responsibilities of trustees
- Monitor that decisions taken at meetings are implemented.

Relationship with the Chief Executive and the Wider Management Team

- Establish and build a strong, effective and constructive working relationship with the Chief Executive, ensuring they are held to account for achieving agreed strategic objectives
- Support the Chief Executive, whilst respecting the boundaries which exist between the two roles
- Ensure regular contact with the Chief Executive and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges
- Liaise with the Chief Executive to maintain an overview of the Charity's affairs, providing support as necessary
- Conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees

Person Specification

Personal Qualities

- Demonstrate a strong and visible passion and commitment to the charity, its strategic objectives and its cause
- Exhibit strong inter-personal and relationship-building abilities and be comfortable in an ambassadorial role
- Demonstrate tact and diplomacy, with the ability to listen and engage effectively
- Strong networking capabilities that can be utilised for the benefit of the charity
- Ability to foster and promote a collaborative team environment
- Ability to commit time to conduct the role well

Experience

- Experience of operating at a senior strategic leadership level within an organisation
- Experience of external representation
- Experience of chairing meetings
- Experience of charity governance and working with or as part of a Board of Trustees (non-essential)

How to apply

Please send the following by email to hello@energysparks.uk:

- A full CV
- A covering letter setting out your reasons for applying and how you consider that you meet the person specification for this voluntary role

Applicants are encouraged to find out more about Energy Sparks at <http://www.energysparks.uk>

For an informal discussion about the role, please contact, Claudia Towner, Energy Sparks CEO on hello@energysparks.uk or 01225 723924