PATIENTS COMMUNITY
PRACTICE AND DISTRICT NURSES
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The Lindsay Leg Club Foundation
CRN 1111259

Pro-Forma
Trustee Contract

Trustee Contract between ……... and…….....

1. You have been elected onto the trustee board with effect from …… You can serve for three years, with an option for re-election for a further three years, after which you will have to step down from the board. You may reapply to join the board after one year, but re-election is at the board's discretion.

2. Should you at any time wish to resign from the board you should do so by writing to the Chairperson of the board. Reasons should be given if they relate to the organisation and its activities.

3. Should you not attend 3 consecutive meetings of the board without giving apologies, you will automatically lose the right to be a trustee.

4. You have the right as a trustee to:
- Have equal status and voting rights with all the other trustees
- Receive training which relates to any area of the board's work

5. Your individual responsibilities are to:
- Attend trustee board meetings regularly. If you are unable to attend you should give your apologies to the chairperson
- Understand and be fully committed to the aims and principles of the organisation
- Challenge all incidents that contravene the organisation's equal opportunities policy
- Take a share of the board's work by offering to work on a sub-committee of the board
- Support all decisions once they have been agreed by the board
- Respect the confidentiality of board matters and discussions

6. An induction programme will be organised for you which will help you to get involved in the board. In addition the organisation will provide opportunities for you to meet other trustees, members of staff and familiarise yourself with the organisation, its policies, plans and financial status.

7. Your joint responsibilities with all the other trustees are to:
- Accept legal responsibility for the workers of the organisation
- Act as employers for the workers of the organisation
- Decide overall policy for the organisation's work within the guidelines laid down by the members
- Be satisfied that within the constraints of resources, the organisation is meeting its aims
- Take a long term view of how the work of the organisation should develop
- Try to ensure that funding for the organisation continues
- Ensure that all trustee responsibilities delegated to paid staff and individual members of the organisation are carried out

8. Trustees are required to declare any interests which may result in conflict while they are serving on the board.