



The Talent Foundry

Role Description Trustee with Human Resources (HR) Responsibilities

All trustees have joint governing responsibilities with other trustees to hold The Talent Foundry Trust (The Talent Foundry) hereafter called the Charity “in trust” for current and future beneficiaries by:

- Ensuring that the Charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the Charity and for its “corporate” behaviour; ensuring that the Charity complies with all legal and regulatory requirements.
- Acting as guardians of the Charity’s assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the Charity’s governance is of the highest possible standard.

The Trustee with HR responsibilities takes on additional responsibilities to include:

- Being committed to ensuring highest standards of governance in policies and practice related to employee relations, recruitment, retention, reward and recognition as well as staff and trustee training and development. To review and recommend current and future strategic resourcing where appropriate.
- Assessing risks and measuring the impact of HR interventions in the light of changing legal requirements and best practice.
- Implementing Charity policies and practices in the context of furthering charitable objectives and evaluating how they impact beneficiaries and staff.
- Ensuring long-term strategic oversight of the organisation’s personnel and staffing requirements in relation to the overarching goals of the charity.
- To actively contribute as required to policy setting, strategic direction, goal and target setting, and evaluate performance against targets, budgets, plans and charitable objectives.
- To ensure that HR activities and interventions are linked to the charitable objectives and complement The Talent Foundry’s culture.

- To ensure the Trustee Board monitors and reviews the performance of the Charity's Chief Executive, rewards performance accordingly and identifies appropriate development opportunities.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions.

The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.