

## **Shop Trustee Competencies**

### **Strategic thinking skills**

Highest on the list of skills is the ability to adopt a strategic perspective particularly an ability to look beyond operational issues and work towards a vision for the future

### **An understanding of organisational structures and systems**

Trustees should have a basic understanding of how Trade Aid is structured and operated in order to deliver appropriate results

### **Financial management**

Every trustee should be comfortable with the financial statements, understand the current financial position, areas of risk and future financial requirements

### **Knowledge of general legal issues**

An understanding of the relevant legislation and regulatory environment within which Trade Aid operates

### **Knowledge of the business of the organisation**

Every trustee must accept a personal responsibility to remain up to date in their knowledge about Trade Aid and the shop so this can be applied in strategic decision making and performance monitoring

### **Commitment to the organisations Mission and Values**

Because of its stewardship role all members must demonstrate tangible commitment to the Charter

### **Meeting skills**

When required, an understanding of meeting procedure

### **A commitment to governing**

Trustees should understand the difference between governance and management

### **Appropriate connections**

Appropriate connections and networks (ie schools, business and community groups) enhance opportunities for education groups. However, they are not an expectation

### **Appropriate contribution**

A more universal expectation is that all trustees will make an appropriate contribution through the specific knowledge they bring to the trust

### **Personal attributes**

#### **Ethical standards**

Highest on the list of personal attributes must be those associated with a commitment to personal integrity and governance ethics

#### **Independence**

The Trust must reflect a diversity of opinions and experience. Collective judgements are enhanced by sound independent thinking brought together around a shared purpose

#### **Interpersonal skills**

The ability to listen to the viewpoints of others, to question effectively and to challenge constructively are all essential trustee skills

#### **Teamwork skills**

Hearing and understanding different information, ideas and points of view, and being part of the team

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Completed: September 2015, September 2021, September 2022

Next Review: September 2023

**Leadership skills**

Willing to take leadership roles as necessary, in committee work, leading specific discussions or project work.

**Ability to understand and relate to stakeholders**

Trust members have the ability to understand and be empathetic with our stakeholders in a sensitive, reasoned way

**Ability to recognise competing interests**

Real or potential clashes of interest should be acknowledged and appropriate steps taken to maintain ethical standards

**Seeing things through**

Trustees must be able to distinguish between pressing short term demands that probably rest with shop management and the more strategic longer term issues that belong with the trust

**A sense of humour**

Humour is a key antidote to frustration allowing the individual to push through the difficulties in a positive frame of mind without needing to upset or blame others

**Commitment**

Preparedness to commit the necessary time, both in and out of trust meetings.