## Role descriptions for a BES Trustee and Ordinary Member of the Board

## 1. Role Description for a Trustee

Trustees are the people who share ultimate responsibility for governing the British Ecological Society and directing how it is managed and run. They ensure that the members’ views shape the direction of the BES and that the breadth of the ecological community is represented.

The duties of a BES trustee are as follows:

* Ensuring that the BES pursues our stated objects (purposes), as defined in our governing document, by developing and agreeing a long-term strategic vision
* Ensuring that the BES complies with the memorandum and articles of association (our governing document), charity law, company law, and any other relevant legislation or regulations
* Ensuring that the BES applies our resources exclusively in pursuance of our charitable objects (i.e. the charity must not spend money on activities that are not included in our own objects, however worthwhile or charitable those activities are) for the benefit of the public
* Ensuring that the BES defines our goals and evaluates performance against agreed targets
* Safeguarding the good name and values of the BES
* Ensuring the effective and efficient administration of the BES, including having appropriate policies and procedures in place to deliver on stated objects
* Ensuring the financial stability of the BES
* Protecting and managing the property of the BES and ensuring the proper investment of our funds
* Following proper and formal arrangements for the appointment, supervision, support, appraisal, and remuneration of the Chief Executive.

In addition to the above statutory duties, trustees are expected to use their specific skills, knowledge, and/or experience to help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

**Person specification**

* A commitment to the BES
* Previous experience of committee membership or as a trustee
* A willingness to devote the necessary time and effort
* Strategic vision
* Good, independent judgement
* An ability to think creatively
* A willingness to speak their mind
* An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship
* An ability to work effectively as a member of a team
* A commitment to Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

## 2. Role Description for Ordinary Members of the Board of Trustees

Ordinary Members of the Board of Trustees enable the breadth of the ecological community to be represented at the highest level within the British Ecological Society. They ensure that strategic decisions taken by the BES take into account the voices of our diverse membership.

The duties of Ordinary Members and the personal specification are set out in the ‘Role Description for a Trustee of the British Ecological Society’.

There are three Ordinary Members of Council and they represent specific ecological communities:

**Early Career**

The Early Career Representative (ECR) is 10 years or less from the start of their PhD at the point they are elected to the Board of Trustees. As well as joining the BES Board of Trustees, the ECR is part of the Early Career Working Group, which is a discussion and networking forum for early career researchers who are members of BES Committees or part of the organising committee of a BES Special Interest Group. Early career ecologists are a significant part of BES membership and it is important that their needs and concerns help shape BES strategy. The ECR needs to be well connected to the early career community and to be able to represent their views.

**Ecologists working outside HEIs and research institutes**

Ecologists work in a range of settings from statutory agencies, national government and local authorities, through to NGOs and environmental consultancies. It is important that the BES understands their needs, and provides support and opportunities for them. The Ordinary Member representing this community is expected to demonstrate how their wide network and experiences enables them to advocate for this diverse and dispersed ecological community.

**Ecologists working in academic research**

Most BES members are tenured ecologists working in HEIs and research institutes on fundamental and applied ecological research. To continue to thrive and grow the BES needs to be relevant to, and supportive of, that community. The person representing this group will have extended links to the national and international ecological academic community, and be able to represent the views of ecologists working in areas beyond their own sub discipline.

The term of office for Ordinary Members is 3 years and the maximum number of terms of office that can be served consecutively is 1 term.

Ordinary Members are expected to attend 4 meetings of the Board of Trustees each year plus an annual joint strategy retreat.