



Latin American Women's Rights Service - LAWRS

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| Role Title: | Trustee |
| Remuneration: | The role of Trustee is voluntary. There's no financial remuneration but some expenses can be claimed. |
| Time commitment: | 1 to 2 days per month (including 2-hour monthly meetings & emails between meetings) |
| Reporting to: | Board of Trustees |
| Accountable to: | LAWRS members |

The Latin American Women's Rights Service (LAWRS) is a human rights and feminist organisation led by and for Latin American migrant women addressing practical and strategic needs of women displaced by poverty and political and gender violence who continue to experience poverty, abuse and violence in the UK.

We are looking to appoint **three** new trustees including the key role of Treasurer to join our Board of Trustees.

As a Trustee you will work with a diverse and friendly Board represented by five Latin American women with a variety of skills sharing a feminist perspective. The Board is responsible for overall governance and risk management, determining LAWRS's strategic direction, maintaining a long-term overview of the organisation and its work, making strategic decisions about objectives and policies, ensuring LAWRS' financial health and compliance with legal obligations, including as employers of staff.

This is a great opportunity to help to shape the strategic direction of an organisation that has a massive impact on Latin American women's lives in the UK. Over the last 37 years, LAWRS has played a critical role in providing direct services to over 5,000 women a year who benefit from practical and emotional support, learn new skills and improve their own opportunities. We work in areas such as support to survivors of violence and trafficking, counselling and psychotherapy, advice on housing, benefits, debt and migration, English classes.

We have also been a very active organisation in policy, advocacy and campaigning to ensure the visibility and rights of Latin American migrant women in the UK. Our successful [Step Up Migrant Women](#) campaign, for instance, supported by 50 organisations, demands a separation of immigration control and victims' right to safety and protection. Our project [Sin Fronteras](#) (No Limits) uses the arts as a means of empowerment of young women so they can learn new skills, access new experiences, expand aspirations, build leadership skills and support fellow young women to engage in action for change.

Role Description

Responsibilities

Responsibilities as a Trustee include but are not limited to :

- Ensure that LAWRS complies with its governing documents, charity and company law, and other relevant legislation or regulations.
- Ensure that LAWRS pursues its objects as defined in its governing document, by agreeing a long-term strategy.
- Ensure that LAWRS applies its resources exclusively in pursuance of its objects for the benefit of the public.
- Give strategic direction to LAWRS defining goals and evaluating performance against agreed targets.
- Safeguard the good name and values of LAWRS.
- Ensure the effective and efficient administration of LAWRS including having appropriate policies and procedures in place.

- Ensure the financial stability of LAWRS.
- Follow proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the director.
- Where appropriate, serve on sub-committees of the board e.g.: fundraising, personnel.
- Use any specific skills, knowledge or experience to help the Board of Trustees reach sound decisions, e.g.: scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or any other issue that requires special expertise.

Person specification

We are a feminist and inclusive organisation looking for a Latin-American woman based in the UK, who shares the same principles and values.

Qualities of a Trustee:

- A commitment to LAWRS, our mission, vision and values.
- Understanding of the challenges facing the Latin American community in the UK
- Willingness to dedicate the necessary time and effort.
- Strategic thinking skills and capacity for independent judgement.
- Ability to think creatively.
- Willingness to speak your mind.
- An understanding and acceptance of legal duties, responsibilities and liabilities of trusteeship.
- Ability to work effectively as a member of a team.
- Willingness to apply [Nolan's seven principles of public life](#): selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Make unpopular recommendations to the Board when required.
- Willingness to be available to staff for advice and enquiries on an ad hoc basis.
- Networking, influencing and communication skills.
- Knowledge and experience in one of the following areas (highly desirable): Digital Fundraising, Fundraising Strategy, Organisational Development, Employment Law and Human Resources
- For the **Treasurer** position, you will need to have skills and professional background in Financial Management to support the Director of LAWRS on financial duties, such as book-keeping, budgeting and preparation of financial reports (we can share more details for candidates interested in the Treasurer position)

If you are a Latin-American woman based in the UK and see yourself as part of our organisation, we would like to hear from you. You can make a positive change for our Latin-American sisters and our community as a whole.

The charity is based in London and meetings are typically held at our offices in Old Street. However, due to the current circumstances they are held virtually via Zoom. The Board of Trustees meets every four weeks for two hours and we aim to have a longer strategy meeting once a year.

How to apply:

If you are interested, please send an up-to-date copy of your CV and a statement - with no more than a page responding to the questions below. Please note the deadline for applications is **March 5th (Friday)**.

1. What motivates you to become a trustee of LAWRS?
2. What other experience or skills do you feel you can offer?
3. Are there any areas of the charity's work you have a particular interest in and/or would like to become more involved in?

Please send both CV and statement in a PDF or word formats to recruitment@lawrs.org.uk