General Member Trustee (GMT) job description

Role description
The Board of the Physiological Society is recruiting for a General Member Trustee (GMT). General Trustees are appointed at the Members' Forum which is held during the Society's Winter Celebratory event, usually November of each year. The position runs for a period of four years and the Board meets four times per year (virtual or hybrid). Trustees are not remunerated but reasonable expenses are paid.

General Trustees of the Physiological Society (‘the Society’) are elected by the membership to act as their representatives to oversee the strategic management and governance of the organisation on their behalf. The administration and management are delegated to the Chief Executive who provides leadership to the charity and acts within the strategic policy and delegated authority framework laid down by the Board of Trustees.

The Society offers full induction and training opportunities to all Trustees to support them to fulfil their role.

We are now looking for a new Trustee to complement the skills and experience of our current Trustees and to contribute to the broad governance and strategic direction of the Society.

Trustee duties
Trustees are collectively responsible for:

- setting and overseeing the strategic direction of the Society in furtherance of its Charitable objectives, Vision and Mission;
- ensuring the outputs of the Society are pertinent to the pursuit of its charitable purposes and for the public benefit;
- establishing and conducting good Governance to ensure compliance with the Articles of Association, Charity and Company Law;
- ensuring the Society's resources are managed responsibly and ensure the financial stability and sustainability of the Society;
- ensuring due diligence and prudence in decision making to ensure actions are taken in the best interest of the charity.
- acting as an Ambassador for the Society
- adherence to the Trustee Code of Conduct

In addition to compliance with statutory duties, every Trustee should use their specific skills, knowledge, or experience to help the Board of Trustees reach sound decisions.

Personal qualities

- understanding of the legal duties of a Trustee;

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<th>Date</th>
<th>To take office at the 2024 Member Forum (29 November 2024)</th>
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<td>Duration of position</td>
<td>A maximum of four years</td>
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- an ability to act with impartiality, tact and diplomacy;
- ability to give considered, objective opinions and a willingness constructively challenge where necessary;
- willingness to act in the overall best interest of the Society, without conflict of interest and conflict of loyalty.
- ability to think creatively and strategically;
- a willingness and ability to devote the necessary time commitment, both to Committee and Board business and to respond to tight deadlines where necessary*;
- ability to work effectively as a member of a team and foster a collaborative environment.

* Candidates are asked, where applicable, to ensure they have permission from their university or institution before committing to the role.

Equity, Diversity and Inclusion (EDI) Statement:

We are committed to actively promoting equity, diversity and inclusivity. To this end we would welcome approaches from individuals from underrepresented groups, including minoritised communities and applicants with a disability to better reflect the community we support and help broaden our perspectives.