



## **Legal and Compliance Trustee – The Transforming Autism Project**

<b>Remuneration:</b>	The role of Trustee is not accompanied by any financial remuneration, although expenses for travel may be claimed
<b>Location:</b>	Home Based
<b>Time commitment:</b>	Meetings are held monthly. Requirement to attend 80% of meetings p.a plus occasional strategy days.
<b>Reporting to:</b>	Chair of Board of Trustees

### **Responsibilities of all Trustees**

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

### **Specific responsibilities of legal and compliance Trustee**

- Ensuring the Charity is carrying out its purpose for the public benefit
- Ensuring the Charity is complying with its governing document and the law
- Ensuring the Charity complies with Charity Commission regulation
- Providing legal guidance and advice relating to company and charity law, health and safety regulations and employment law
- Helping the charity to access further information in relation to more complex questions in company and charity law and other areas of law.
- Helping the Charity to ensure compliance under contractual requirements and under company and charity law.
- Supporting good practice, for example with respect to governance and employment and personnel procedures.



- Signposting the Charity to other sources of support and information outside of their area of expertise.

### **Attributes**

- Commitment to The Transforming Autism Project and its values, aims and objectives.
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- A willingness to speak up and share your views, and an ability to work effectively as a member of a team.
- Ability to think innovatively, critically, independently and strategically, with a track record of translating strategy into operational plans.
- Though not essential, lived experience of Autism
- Entrepreneurial instincts would also be useful.

### **Skills**

#### **Specific**

- The candidate would be a qualified lawyer practicing in the UK.
- Working knowledge of Charity law and compliance.
- Strategic vision
- Able to exercise a degree of independence and act according to the law and their professional judgement.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Ability to work effectively as part of multi-professional team/ Board volunteers.

#### **General Trustee**

- An understanding (or willingness to learn) and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- A healthy understanding of risk and risk management.
- Ability to represent the Board publicly as required with stakeholders (particularly those related to safeguarding).

#### **Desired Experience**

- Experience of or interest in autism.
- Knowledge and experience of safeguarding children and adults legal duties and responsibilities in a children's charity setting.

In addition, all The Transforming Autism Project Trustees are asked to commit to the following expectations, to be able to fulfil their role on the Board.

1. Act in the best interests of the present and future beneficiaries setting aside any other interests you may have.
2. Devote the necessary time and effort to developing a good understanding of The Transforming Autism Project and its activities, reading papers and undertaking other preparatory work.



3. Attend the Trustee Board meetings and, where allocated, any committee meetings.
4. Champion the work of The Transforming Autism Project in your own context and setting.

## OUR ORGANIZATION

We provide crucial support for young autistic children and their families at an age when we can make a profound life-long difference. Our pioneering First Steps programme (created in association with Norland College and based on a therapeutic framework they created for us) focuses on giving families the tools they need to understand and interact with their autistic children in ways that make them feel understood, affirmed and nurtured, strengthening relationships and facilitating the child's optimal development so that they are able to fulfil their true potential. Our new online parent groups, facilitated by our exceptional Lead Therapist, aims to take the principle learning from this and make it available to many more families so that more lives can be transformed.

Unlike many other autism organisations, we do not focus on the perceived limitations or impairments associated with autism, but instead propose our own unique and empowering conception of it, highlighting the profound sensitivity inherent in the autistic condition as well as other positive aspects which, if nurtured appropriately, can lead to very positive outcomes. This was first presented in our [TED talk](#), which has now been seen by well over 300,000 people.

We are currently fundraising to enable more families to partake in First Steps, and over time, we aspire to open our own state of the art therapeutic centre in the UK.

We also challenge conventional perceptions of autism and offer our own radical and empowering perspective. This can be seen in our [TED talk](#), which has now been viewed by well over 200,000 people and received great acclaim from the autistic community.

We are a strongly values-driven organisation, and are committed to manifesting our values in how we relate to each other, in what we are trying to achieve and in how we do it. Please visit <https://transformingautism.org/values/> to find out about these values before your interview, and to watch a video about them recorded by our founder.

*The Transforming Autism Project value diversity and we're committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential.*

*For more information or to apply, please e-mail a copy of your CV to [jobs@transformingautism.org](mailto:jobs@transformingautism.org). We aim to respond to your email within 5-10 days.*

*To find out more about the Transforming Autism Project, please visit: [transformingautism.org](https://transformingautism.org)*