



## **Role Description: Board Member**

### **About Happy City**

#### **Happiness grows here**

Happy City improves lives through a focus on wellbeing. Our training, projects and measurement tools support people to understand, measure and take steps to improve their wellbeing, and that of their community.

We deliver:

- Training in wellbeing for individuals, schools, communities and organisations
- Projects and Campaigns using Arts, film, music and spoken-word to spread wellbeing in communities
- Measurement tools to help understand, measure and improve local well-being.

### **Purpose**

The primary purpose of the Happy City board of trustees is to govern, safeguard and promote the vision, mission and values of Happy City and ensure strong leadership for the organisation.

### **Tasks**

- To contribute actively to the board of trustees' role in giving firm strategic direction to Happy City setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To ensure that Happy City complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that Happy City pursues its objects as defined in its governing document
- To ensure Happy City applies its resources exclusively in pursuance of its objects
- To safeguard the good name and values of Happy City
- To ensure the effective and efficient administration of Happy City
- To ensure the financial stability of Happy City
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- Leading discussions

- Focusing on key issues and providing guidance on new initiatives

## **General**

Board Members must fulfil their legal responsibilities as a trustee and agree to abide by Happy City's Trustee Code of Conduct.

The Board Member must act in the best interests of the organisation at all times.

## **Person specification**

- Strong understanding of the city sustainability and futures agenda in a local, national and international context.
- Strong networks at a leadership level with the ability to engage with city and national leaders on a peer-to-peer basis.
- Experience of leading from a non-executive position to ensure high levels of governance expertise and fiduciary responsibility.
- Knowledge of Bristol (city region) with a strong existing relationship with the city.
- An understanding of the way that the public, business and third sector contribute to the future of the city
- A strong commitment to widening participation and positively addressing issues of diversity and opportunity.
- An understanding of the value of partnership working and the requirement for working across traditional disciplines
- A sophisticated understanding of the politics of city governance and leadership
- A strong communicator and keen advocate for positive city change

## **Terms of the post**

The role of the Board Member is likely to require a commitment of about 1-2 days per month. This includes a commitment to Board meetings every other month is encouraged to contribute to other activities, including acting in an ambassadorial role, taking into account the needs of the organisation, the skills and interests of the Board Member, and his/her availability such as two to four additional meetings or speaking engagements per month according to activity levels.

The post is not paid. However, reasonable expenses may be claimed.