

Resource list for trustee recruitment

There are some excellent resources and services to help you with trustee recruitment. Rather than creating new resources, we signpost you here to some that we think you will find useful:

- Lloyds Bank Foundation's *Trustee Recruitment, Selection and Induction Toolkit*: www.lloydsbankfoundation.org.uk/wedevelop/enhance-resources/trustee-recruitment,-selection-and-induction
- Reach's *Step by Step Guide to Recruiting and Retaining Trustees*: reachvolunteering.org.uk/guide/recruiting-and-retaining-trustees
- Getting on Board's *How to recruit trustees for your charity: a practical guide*: www.gettingonboard.org/news/4585134114/How-to-recruit-trustees-for-your-charity---A-practical-guide-launches-today/11370275

Skills and competency analysis

It's important to start with an understanding what skills and competencies you have on your board and what you need. These two resources are helpful starting points:

- Reach's guide on how to complete a skills audit: reachvolunteering.org.uk/guide/how-complete-skills-audit

This resource is suitable for Chairs of all charities. Resources tailored specifically to smaller charities can be found in our **Beacon programme**.



- NCVO's skills template: knowhow.ncvo.org.uk/tools-resources/board-basics/tools-and-guidance/identify-the-skills-on-your-board

Advertising your trustee role

There are a range of places where you can advertise your trustee role. We have put an asterisk (*) besides those that we know offer a free service.

- *Reach Volunteering: the single biggest source of trustees with professional skills in the UK (over 7,000 people registered). reachvolunteering.org.uk/im-an-organisation
- *Do-it/Trustee Finder: a national volunteering database with a dedicated channel for Trustee recruitment. do-it.org/opportunities/landing
- NCVO's Trustee Bank: for NCVO members only, membership is free for charities with an income under £100,000. www.ncvo.org.uk/practical-support/information/governance/trustee-bank
- Honorary Treasurer's Forum: offers a service to promote Treasurer vacancies. www.honorarytreasurers.org.uk/Vacancies1.html
- *Bar in the Community: a trustee finding service for charities that need to appoint legally qualified trustees. www.barinthecommunity.org.uk/advertise
- *Institute of Chartered Accountants (ICAEW): free advertising for people with specialist finance and business skills. www.icaewvolunteers.com
- LinkedIn: post your role and use the advanced search tool to find your ideal trustee: www.linkedin.com
- *HR volunteer network, Frazer Jones: www.frazerjones.com/social-purpose/hr-volunteer-network
- *The Big Give: advertise your role: secure.thebiggive.org.uk/trustees

- Local networks: churches, local solicitors, your Volunteer Centre and or local business groups.

Trustee recruitment or placement

There are also more tailored services that will help you recruit a trustee, usually for a fee.

- Trustees Unlimited: will source potential candidates from a large database:
trustees-unlimited.co.uk
- Trustee Works: Reach offers an executive search service to help you find the ideal trustee:
reachvolunteering.org.uk/trusteeworks-bespoke-trustee-recruitment
- Getting on Board: offers a free recruitment service for charities. Your vacancy will be added to their database and flagged up to their signposting team.
gettingonboard.formstack.com/forms/looking_for_a_trustee

Other resources to support with trustee recruitment

- *Charity trustee welcome pack*,
Charity Commission:
www.gov.uk/government/publications/charity-trustee-welcome-pack/charity-trustee-welcome-pack
- *The Essential Trustee (CC3)*,
Charity Commission:
www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3
- *The Charity Governance Code*
www.charitygovernancecode.org/en/front-page
- *Trustee Network Code of Conduct guide*
www.smallcharities.org.uk/fileadmin/user/files_documents/CodesofConductforTrustees-CTNbooklet.pdf



www.associationofchairs.org.uk

