

Board-appointed Trustee

Volunteer role summary (June 2022)



**United Kingdom
Mathematics Trust**

About the UKMT

UKMT is a charity that operates across the UK advancing the education of young people in mathematics, in particular by organising and running mathematical competitions.

These competitions are essential to the UKMT's goal to inspire a love of mathematical problem solving in the widest possible group of young people. Several hundred thousand young people participate in UKMT activities every year.

UKMT consists of several hundred diverse volunteers, of whom about a hundred are Members of the Trust. The Trustees are drawn from within the volunteers and Membership and from outside the organisation. The UKMT staff are led by the Executive Director. You can find out about volunteering at the UKMT at [this link](#).

What is a UKMT Trustee?

Trustees set the strategic direction and shape the agenda of the Trust. Trustees also have the responsibility to ensure that the charity carries out its purposes for public benefit; to ensure that the Trust complies with the law and its [governing document](#); to ensure that the Trust is accountable; to act in the Trust's best interests; to manage the Trust's resources responsibly; and to act with reasonable care and skill. More information about Trustees' responsibilities can be found on the Government website (www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3).

Our Trustees sit on a Board of Trustees and are at the heart of our organisation. Trustees are responsible for the Trust's overall vision and long-term strategic direction. The Board of Trustees delegates tasks to Board Committees and to the Executive Director, and evaluates progress. Trustees need to be effective, both individually and collectively, if they are to have a positive impact on the UKMT and enable the organisation to fulfil its charitable objects.

The Board of Trustees comprises up to sixteen Trustees, up to six appointed by the UKMT membership and up to ten appointed by the Board. UKMT Trustees are automatically members of the Trust. This role description is for Board-appointed Trustees.

What is involved?

All UKMT volunteers, including Trustees, are encouraged to serve a minimum of three years. Trustees normally serve between three and six years.

The Board of Trustees currently meets four times a year with meetings lasting for two to three hours. Some meetings are in person (usually London or Leeds); some are online. You will also be invited to attend UKMT events to gain a good understanding of the activities of the Trust. Training (for example in Safeguarding) and induction will be provided.

In addition to preparing for and attending Board meetings, Trustees participate in email discussions from time to time throughout the year. The time commitment required will vary but is not likely to exceed 5 hours in a single month.

Many Trustees choose to volunteer in other aspects of the UKMT, for example, serving on Board Committees or setting and marking problems.

All Trustees are invited to attend our Annual General Meeting, which usually takes place in London on the Wednesday immediately before Easter Sunday.

What skills can I expect to develop?

As a member of the Board of Trustees you will have the opportunity to shape the work of the Trust and have a positive impact on the mathematical education of thousands of young people across the UK each year. You will gain experience of working at a strategic level in a national charity, and will have the opportunity to undertake training in this and in general issues relating to charity governance.

How will I participate?

Board meetings and UKMT events may be held throughout the country and some travel may be required to attend. All other administrative tasks can be done at your convenience. Some meetings are held online.

This role is voluntary (unpaid) but reasonable expenses will be paid to enable Trustees to attend meetings. If

you are a serving teacher, we will pay for cover to enable you to attend meetings that fall within term-time.

We would love to hear from you if you are...

Interested in advancing the education of children and young people in mathematics, have a love of mathematics and mathematical problem solving, are willing to be an active participant in the work and to be committed to the aims and the charitable objects of the Trust. You will be:

- Dedicated to safeguarding young people.
- Creative and willing to discuss innovative ideas.
- A team player who can listen and communicate views and opinions clearly and constructively.
- Willing to build strong working relationships.
- Willing to take collective responsibility for the direction of the UKMT.

The UKMT Board of Trustees wishes to appoint Trustees who have a desire to develop the Trust. The Board is also especially interested in appointing Trustees with experience in **any** of the following areas:

- Enriching the mathematical education of children and young people.
- Helping people achieve their potential.
- Leading and building inclusive teams of volunteers.
- Evaluating the impact of our work.
- Developing digital transformation strategies.
- Charity law and governance.
- Fundraising and/or charity finance.

We are also interested in appointing someone who has benefited personally and relatively recently from UKMT activities.

What are the legal and DBS requirements?

There is a mandatory requirement for an enhanced [DBS](#) check for this role.

It is essential that you adhere to the UKMT [Safeguarding Policy](#) at all times. The UKMT puts safeguarding at the heart of the organisation and you will be required to complete safeguarding training.

Please note, to become a trustee you must not be disqualified from serving as a trustee. Further information can be found at [Why some individuals can't act as charity trustees](#).

Support in your new role

You will receive guidance from the Chair of the Board of Trustees or other senior Trustees and the Executive Director or their representative. We will provide a comprehensive induction to ensure you have sufficient knowledge of the Trust and the role of Trustees to carry out your role. Trustees undertake training in general issues relating to charity governance. If you ever need any advice or support, the Volunteering Manager is always available to help.

How do I apply?

We welcome applications from a diverse range of backgrounds. Candidates should complete an [application form](#), outline their background and experiences that are relevant to the UKMT charitable objects and to the particular areas of interest and skills that we have identified above. Please send this (up to 1000 words), your CV or biographical sketch, and the names of two referees, to Charlie Western (UKMT Volunteer Manager, C.Western@ukmt.org.uk).

Applications will be considered as they arrive, with a closing date of **Friday 15th July**. Shortlisted candidates will be interviewed, with final approval by the Board of Trustees expected by September 2022. The term of appointment is three years in the first instance. Previous candidates for Trusteeship are welcome to re-apply.

Feel free to contact Alastair Rucklidge (A.M.Rucklidge@leeds.ac.uk), Chair of the UKMT Nominations and Remuneration Committee, if you would like to discuss this role. For further information about the UKMT, our governance, our policies and other volunteering opportunities, please visit our [website](#).