

## **Are you a forward-thinking individual, looking for an opportunity to enhance your personal development and Board experience?**

The Chartered Banker Institute is the largest professional body for bankers in the UK. We are a member-led organization, representing qualified bankers and those working towards their professional qualifications. Following a decade of growth in our impact and influence, our new Royal Charter empowers us to establish a new Board of Trustees.

The Board's principal tasks will include:

### *(a) Governing the Institute*

- Ensuring the effective administration of the Institute and its resources;
- Considering and approving the Annual Report and Accounts;
- Financial management of the Institute's resources, ensuring expenditure is in line with the Institute's aims and objectives, and investment activities meet accepted standards and policies;
- Taking appropriate professional advice in matters where there may be a material risk to the Institute;
- Ensuring an appropriate public interest focus to the Institute's activities is maintained;
- Considering and approving Fellowship recommendations of the Nominations Committee;
- account of the views and advice of the Membership Forum to ensure members' views are appropriately reflected;
- Serve on one or more of the Institute's advisory Committees, taking account of the views and advice of the Committees, as appropriate.

### *(b) Determining the Institute's strategy and activities*

- Developing, directing and monitoring plans for the strategic direction of the Institute;
- Approving annual business plans and budgets;
- Monitoring business performance, financial performance and the implementation of the Institute's strategy on a regular basis;
- Advising the Chief Executive on aspects of the Institute's activities and operations;
- Dealing with matters relating to the finances of the Institute, except those matters reserved to the Audit Committee; and
- Making decisions, advising or monitoring on other matters as agreed by the Board or proposed by the Chief Executive from time to time.

Trustees will be expected to represent and promote the Institute by attending and speaking at Institute events; and work with the Membership Forum and the Institute's

Leadership team to promote the aims and objectives of the Institute, and the importance of banking education.

We are keen for the broad diversity of the Institute to be reflected in the Board. Therefore, we are seeking Independent Trustees from a variety of backgrounds, at all stages of their careers who believe they can add value to the work of the Board and the Institute. Members of the Board will be expected to demonstrate:

- Strong leadership skills;
- The highest standards of integrity, ethics and professionalism;
- Excellent interpersonal and communication skills; and
- Good knowledge of and interest in professional training and development issues.

All appointments to the Board will be approved by the Annual General Meeting in June 2019. Trustees will hold office for a three year term<sup>1</sup> and will be eligible for renewal for one further term. The position is not remunerated, although expenses will be paid for reasonable travel within the UK.

If appointed, Trustees should be willing and able to commit such time to the role as is necessary to fulfil their duties effectively, by attending the Annual General and Board meetings, meetings of any committees of which they are a member, and a selection of Institute events.

If you are interested in becoming a Trustee sitting on the Board, then please complete and submit an Application Form. Applications must be received no later than **5pm on Friday 25<sup>th</sup> January**.

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<sup>1</sup> NB – we will stagger terms to ensure there is no “cliff edge” every 3 years when all members’ terms will expire.