

Interested in Joining Us?

Guidance for Applicants

About Us

Rural Community Council of Essex ([RCCE](https://www.essexrcc.org.uk)) is a registered charity working to help rural communities in the county achieve a thriving and sustainable future. Important issues for us at present include:

- Helping rural communities to increase the provision of affordable housing for local people.
- Supporting the development of village halls and other community buildings as focal points of rural community life.
- Facilitating Neighbourhood Plans and other forms of community engagement.
- Helping vulnerable people and tackling the problem of loneliness and social isolation.
- Representing the needs of rural communities to government at all levels and encouraging a strong and coordinated 'rural voice' in the county.

Set up in 1929, RCCE is rooted in the villages and market towns of Essex. Our members include more than 450 local community organisations – principally parish councils and village hall trusts.

RCCE's funders include Essex County Council and the Department for the Environment Food & Rural Affairs (Defra). We are a member of Action with Communities in Rural England (ACRE), which brings together England's 37 county-based Rural Community Councils to provide a national voice for rural communities.

Our Board of Trustees

The Board of Trustees have ultimate responsibility for the organisation. RCCE has a small, professional staff team that delivers its projects and services, but this work is overseen by the Board who determine strategy and monitor performance. The Board is comprised of 12 Trustees each elected for a three-year term. Our Trustees bring to the Board a considerable breadth of knowledge and experience of rural Essex.

Since 2018, no Trustee may serve more than two consecutive three-year terms. This means in the coming years the composition of the Board will change quite significantly. We see this as an opportunity to introduce new skills and experience to the Board and to ensure its membership reflects the communities we support.



The Role of a Trustee

Each Trustee of RCCE is required to comply with the statutory duties of a Trustee as defined by the [Charity Commission](#) and to fulfil the specific duties of the role.

These are:

- To attend the AGM and meetings of the Board. We usually hold 4 Board meetings a year.
- To participate in the work of committees established by the Board. Committees currently operating cover Financial Control, Governance and Human Resources & Property with meetings three times p.a. We usually give all new Trustees a year on the Board before inviting them to join a committee.
- To promote the work of RCCE within their own organisation/interest group (as appropriate), and to potential partners, funders, and customers, including all levels of government.
- To use any specific skills, knowledge, expertise, or experience to assist the Board in achieving sound decisions. This will necessitate:
 - reading Board documents and papers (in good time before meetings)
 - leading or participating in discussions, focusing on key issues, providing advice and guidance (based on individual specific expertise) on new initiatives or other issues.
 - disseminating accurate information.

What we are looking for

To serve as a Trustee of RCCE, you should demonstrate the following skills, abilities, and personal qualities:

- a commitment to RCCE as an organisation.
- an interest in and some understanding of rural issues and rural communities.
- a willingness and ability to devote the necessary time and effort to their duties as a trustee of RCCE.
- a willingness to represent the views and interests of rural communities, member organisations and partners whilst recognising that the interests of RCCE must remain paramount.
- integrity, objectivity, strategic vision, and good, independent judgement.
- the ability to work effectively as a member of a team.
- an ability to think creatively.
- a willingness to declare conflicts of interest.

Beyond this, every Trustee will bring to the Board specific skills, knowledge and experience gained from life and work. We value financial and legal skills, and knowledge and practical experience of

issues that matter to us (current examples highlighted above in About Us), but we do not want to be too prescriptive. Above all, we are looking for genuine enthusiasm and a real passion for rural Essex combined with a willingness to commit time to our organisation.



Supporting You

We will do everything we can to support anyone who joins us as a Trustee.

This will include:

- An opportunity to meet with an experienced Trustee on a one-to-one basis.
- An opportunity to meet with the Executive Director and other members of the staff team.
- An opportunity to observe the work of our committees.
- Support in accessing training and support on governance matters.

All Trustees are volunteers and are not paid but may claim for reasonable travel expenses incurred in attending RCCE meetings and related events.

Eligibility

RCCE is committed to equal opportunities and will select staff and volunteers solely on merit, irrespective of race, sex, marital status, disability, or any other characteristic protected by the Equality Act 2010.

The only restrictions to serving as a Trustee are that you must be at least 18 years of age and not be disqualified from acting as a charity trustee of any charity under the provisions of the Charities Act 2011.

How to Apply

Applications from prospective Trustees are welcome at any time.

- If you are interested, please submit a CV and letter outlining your interest and relevant experience to our Executive Director, Nick Shuttleworth at nick.shuttleworth@essexrcc.org.uk.
- If you would like to find out more by talking to one of our current Trustees, please email nick.shuttleworth@essexrcc.org.uk so this can be arranged.
- All shortlisted candidates will be invited to an interview either at the RCCE offices or online and will be notified of this in good time.

