



Experiment in
International
Living UK

EIL UK

RECRUITMENT OF CHAIR OF TRUSTEE BOARD

About EIL UK

At EIL UK our fundamental aim is to advance people's understanding, respect and appreciation of different cultures and ways of life through opportunities to live and learn together that enrich their lives and make the world a better place.

We offer a range of cultural education programmes, adopting a distinctive and personal approach that brings positive outcomes for both participants and hosts, opening hearts and minds to others, and enriching lives. The majority of our programmes provide opportunities for incoming participants but we also offer placements to UK participants seeking cultural development overseas.

Our cultural immersion programmes include study abroad, family homestays, group educational programmes, training and language courses. For example:



Study Abroad

We offer a School Cultural Exchange Programme to overseas students who spend 3-6 months studying in a UK High School while gaining a truly immersive cultural experience through living with a host family throughout their stay.

Volunteer training

Through this EU funded initiative, we deliver training to European volunteers coming to the UK, enabling them to quickly adjust to living and working in a different culture.



Individual Homestays

We provide a range of opportunities to those overseas participants seeking to experience UK life by living with a host family. For example, we offer weekend homestays to international students studying at UK universities, enabling them to experience our culture beyond the student environment.

Established in 1936, EIL UK is part of Federation EIL, one of the oldest and most established hosting organisations in the world. The Federation was awarded Peace Messenger status by the UN Secretary General in 1989.

Recruiting a new Chair of Trustees

EIL UK is governed by a board of trustees led by a Chair and made up of highly committed individuals who bring a range of skills to the organisation.

After 7 years in post our Chair is standing down at the end of this year and we are now seeking her successor to lead the organisation in delivering our new strategy of growth and expansion. After the constraints of the pandemic over the last two years, the world is opening up again and demand for our programmes is increasing. In response we are developing ambitious plans for new programmes both in the UK and overseas. Global events demonstrate just how important intercultural understanding is; our new Chair will play a key role in ensuring we transcend cultural barriers through offering transformative experiences to a growing number of participants.

The responsibilities of the role and a candidate profile are detailed overleaf together with an indication of the time commitment.

The appointment is for a renewable 3-year term.

Interested applicants are invited to contact Deirdre Myers, Chair of the Board of Trustees for an initial conversation – tel. 07855 250045; email: hello@eiluk.org

Chair of Trustee Board - Role profile

Overview

The Chair leads the board of trustees, ensuring they provide robust governance of the charity. S/he is also responsible for providing support to and oversight of the Chief Executive.

Main duties and responsibilities

Providing strategic leadership and governance

- Ensuring that the Board operates within its charitable objectives and provides a clear strategic direction for the Charity
- Providing strong, dynamic leadership to the organisation
- Ensuring that the Board fulfils its duties to ensure the sound financial health of the charity, with systems in place to ensure financial accountability
- Ensuring timely reporting to the Charities Commission and Companies House
- Ensuring that the Board regularly reviews major risks to which the charity and establishes systems to mitigate these
- Chairing meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Ensuring the Board of Trustees has the necessary mix of skills, experience and capability to govern it well, implementing appropriate recruitment and development strategies
- Develop and maintain an effective Membership structure to provide robust governance of the charity

Working with the Chief Executive

- Building a strong, effective and constructive working relationship with the Chief Executive, ensuring s/he is held to account for achieving agreed strategic objectives
- Ensuring regular contact with the Chief Executive to maintain an overview of the Charity's affairs, providing support as necessary
- Conducting an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees
- Supporting the professional development of the Chief Executive

Developing external relations

- Acting as an ambassador for the charity
- Establishing close relationships with key influencers and stakeholders
- Acting as a spokesperson for the organisation when appropriate
- Representing the charity at external functions, meetings and events (Continued...)

In addition, the Chair must fulfil their statutory duties as a trustee - see <https://www.gov.uk/guidance/charity-trustee-whats-involved#trustees-6-main-duties>

Personal profile

Suitable candidates may come from a variety of different backgrounds. Personal qualities are as important as experience, which may have been gained in public or private sector roles or in voluntary roles. As a minimum, candidates should be able to demonstrate the following:

Personal qualities

- A visible passion for the charity and clear commitment to its mission, values and ethos
- A strong and effective leader
- Excellent networking and relationship building abilities, comfortable in an ambassadorial role
- Personal gravitas, confident in dealing with people in all walks of life
- Demonstrating tact and diplomacy, with the ability to listen and engage effectively

Experience

Candidates should be able to demonstrate they have successful experience in the following areas:

- Operating at a senior strategic leadership level within an organisation
- Charity governance, or similar experience
- Chairing meetings
- Financial scrutiny and management
- Working with senior influencers and stakeholders

Commitment required

The Board meets on a quarterly basis and occasionally for ad-hoc meetings. The Chair will also chair the AGM. In addition each trustee attends one of the Board's committees which meet approximately four times a year.

Outside meetings, the Chair will need to maintain regular contact with the Chief Executive and staff through visits to EIL UK's offices.

S/he will also need to be available to attend ad hoc engagements and events.

Other

All trustee posts require an enhanced DBS/PVG safeguarding check.