

Trustee Code of Conduct

Changemakers values

As a trustee of Changemakers I promise to abide by the fundamental values that underpin the activity of this organisation. These are:

Facilitate: Our philosophy is based on facilitation, not direction. We believe in empowering people to take control of their own situation, providing appropriate challenge and support. We follow this approach with the young people and organisations with whom we work, as well as within our own team.

Take risks: In our pursuit of imaginative and groundbreaking ideas and approaches we are willing to take risks, think the unthinkable and act on our instincts. We recognise that a truly pioneering approach can never succeed 100% of the time - sometimes we will make mistakes and the things we try will fail. However, we learn from this process of experimentation in the full knowledge that great things will emerge.

Keep things simple: We want everything we do to be authentic and credible. In order to make that happen we try to avoid the things that complicate and obscure our work – unnecessary bureaucracy, meaningless jargon and pretentious airs and graces. We try to be natural, put people first and let our true personality shine through.

Be honest: We think it's important to tell the truth, even if that sometimes makes us unpopular. This means that we don't patronise the young people with whom we work, we respectfully challenge our partners and stakeholders and, whilst we take money from government and policymakers, we are independent enough to tell them what we really think. We also expect to have open and courageous conversations with our colleagues inside the organisation.

Think long term: We try to avoid short term thinking and hasty decision making. This means investing our time and energy in things that are going to be sustainable in the long term – programmes, partnerships, policies and people – even if this approach can sometimes be frustrating and difficult in the short term. It also involves finding the time to take a step back from the day to day hustle and bustle and reflect on the direction and effectiveness of our work.

Make Space for Quality: We want to produce high quality work. If we can't do something well, we would rather not do it at all. We take our time and avoid being rushed, because we know that a calm and patient approach will create the best results. We want to produce high quality work. If we can't do something well, we would rather not do it at all. We take our time and avoid being rushed, because we know that a calm and patient approach will create the best results.

Accountability

Everything Changemakers does will be able to stand the test of scrutiny by the public, young people, the media, charity regulators, funders, Parliament and the courts.

Integrity and honesty

These will be the hallmarks of all conduct when dealing with colleagues within Changemakers and equally with individuals and institutions outside it.

Transparency

Changemakers strives to maintain an atmosphere of openness throughout the organisation to promote confidence of the public, young people, employees, charity regulators and Parliament.

Additionally, I agree to the following points:

Law, mission, policies

- I will not break the law or go against charity regulations in any aspect of my role of trustee
- I will support the mission, vision and values of Changemakers and consider myself its guardian
- I will abide by Changemakers policies

Conflict of interest

- I will always strive to act in the best interests of Changemakers
- I will declare any conflict of interest, or any circumstance that might be viewed by others as a conflict of interest, as soon as it arises
- I will submit to the judgment of the board and do as it requires regarding potential conflicts of interest

Person to person

- I will not break the law, go against charity regulations or act in disregard of Changemakers policies in my relationships with fellow trustees, employees, young people, volunteers, service recipients, contractors or anyone I come into contact with in my role of trustee
- I will strive to establish respectful, collegial and courteous relationships with all I come into contact with in my role as trustee

Protecting Changemakers reputation

- I will not speak as a trustee of Changemakers to the media without the prior knowledge and approval of the CEO or Chair
- When prior consent has not been obtained, I will inform the CEO or Chair at once when I have spoken as a trustee of Changemakers to the media
- When I am speaking as a trustee of Changemakers, my comments will reflect current Changemakers policy, even when these do not agree with my personal views
- When speaking as a private citizen, I will strive to uphold the reputation of Changemakers and those who work in it
- I will respect Changemakers, board and individual confidentiality
- I will take an active interest in Changemakers public image, noting news articles, books, television programmes and the like about Changemakers, about similar organisations or about important issues for Changemakers

Personal gain

- I will not personally gain materially or financially from my role as trustee nor will I permit others to do so as a result of my actions or negligence
- I will document expenses and seek reimbursement according to procedure
- I will not accept gifts or hospitality without prior consent of the Chair
- I will use Changemakers resources responsibly, when authorised in accordance with procedure

In the boardroom

- I will strive to embody the principles of leadership in all my actions and live up the trust placed in me by Changemakers

- I will abide by board governance procedures and practices
- I will strive to attend all board meetings, giving apologies ahead of time to the Chair if unable to attend
- I will study the agenda and other information sent to me in good time prior to the meeting and be prepared to debate and vote on agenda items during the meeting
- I will honour the authority of the Chair and respect his role as meeting leader
- I will engage in debate and voting in meetings according to procedure, maintaining a respectful attitude towards the opinions of others while making my voice heard
- I will accept a majority board vote on an issue as decisive and final
- I will maintain confidentiality about what goes on in the boardroom unless authorised by the Chair or CEO to speak about of it

Enhancing governance

- I will participate in induction, training and development activities for trustees
- I will continually seek ways to improve board governance practice
- I will strive to identify good candidates for trusteeship and appoint new trustees on the basis of merit
- I will support the Chair with his efforts to improve his leadership skills
- I will support the CEO and SMT in their executive role, and will my fellow board members, seek development opportunities for them

Leaving the board

- I understand that substantial breach of any part of this code may result in my removal from the trustee board
- Should I resign from the board, I will inform the Chair in advance, in writing, stating my reasons for resigning. Additionally I will participate in an exit interview.

Signed _____

Date _____