

Information Pack

Trustee

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Background Information

Welcome

Thank you for your interest in joining J T Blair's Charity as a Trustee. I hope that the information in this pack will help you understand the work the charity does and the work and responsibilities the Trustees have.

We are looking for new Trustees to join the existing Board of Trustees. The right candidate must share the Board's passion for ensuring we help the most vulnerable in our society. Being a Trustee is a challenging but extremely rewarding role and one where you can make a real difference to people's lives.

The exact nature of the role is described within this pack. For an informal discussion about the position, please contact Mary-Liz Walker via email (jtblairs@gmail.com)

If you would like to join the Board of Trustees then we would be delighted to receive your application.

Information about the Charity

J T Blair's Charity was established in 1921 following the death of James Thomas Blair. It became a registered charity in 1964 with its charitable purpose being "For the benefit of poor persons (and particularly of the aged poor) in Manchester and Salford in such a way as the trustees consider most advantageous to the recipients."

James Thomas Blair was from an old Scottish cotton family whose business had come to Manchester under the name of Barbour Brothers, Exporting House. He died on 19th February 1917 at the early age of 54. During his lifetime he lent pictures to the Manchester City Art Gallery Exhibitions and he bequeathed this to the city on his death.

Today the charity undertakes a variety of work to fulfil its charitable purpose, this includes paying pensions to eligible pensioners to assist with their utility bills and offering grants to any registered charity or voluntary organisation that provide assistance to older people who live within the 32 wards of Manchester or 20 wards of Salford.

Code of Conduct

Code of Governance Summary

Adopted from Nolan Committee's Seven Principles of Public Life

Selflessness
Integrity
Objectivity
Accountability
Openness
Honesty
Leadership

All Trustees should commit to the Nolan Principles in their role as a Trustee of the charity.

All Trustees have a duty to declare any conflict of interest in any case of undertaking the Trust considers supporting.

Current Structure

The charity has no staff members. The Trustees undertake all the decisions for the charity including all the applications for assistance that are received throughout the year.

The Board of Trustees employs an administrator to manage the operating work of the Trusts. This is Beyond Profit and its owner Emma Willder undertakes that work on behalf of the charity She is also the charity's appointed Company Secretary.

Chair of Trustees: Mary-Liz Walker

CONTACT INFORMATION

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Application Process

Our application process is based on the role description and person specification, which are contained in this information pack. It is very important that you read these documents to decide how you meet the requirements we feel are needed, to enable someone to meet the role profile.

Please submit your CV and a supporting statement explaining why you think you meet our role descriptions and person specification as well as why you wish to become a Trustee of the charity.

Please return completed applications via email: jtblairs@gmail.com

Interviews will be held as part of the recruitment process, these may be in person or via zoom.

References

We reserve the right to take up references. Any offer of appointment is subject to the receipt of satisfactory references and a satisfactory DBS check.