



The National Association of Independent Reviewing Officers - NAIRO

Information For Potential Trustees

- NAIRO is a charity and has a Board of Trustees all of whom are NAIRO members.
- The Board of Trustees would welcome expressions of interest from people who have a range of experience and perspectives to bring, as well as persons who have very specific skills and/or knowledge, such as financial knowledge and/or qualifications, as we are keen to expand the diversity of the Board membership.

What Does Being A Trustee Mean?

- The role is a voluntary one and all trustees are NAIRO members, or Associate members.
- Trustees ensure that NAIRO fulfils its duty to its beneficiaries and delivers on our vision, mission, and values.

Put simply our aims are to improve outcomes for children and young people who are looked after in England and Wales by maximising the positive impact of the reviewing process.

The broad responsibilities of NAIRO Trustees are to ensure that the Governance requirements of being a charity are met, specifically to:

- Ensure the effective and efficient administration of the organisation, including financial stability.
- Hold responsibility for the performance of NAIRO and ensure that the charity complies with all legal and regulatory requirements.

Who Can Be A Trustee?

- A person who is an IRO (or has been an IRO) and/or have related experience and/or knowledge of working with and/or supporting children and young people in care, and/or have some specific skill, knowledge or expertise that furthers the aims of NAIRO.
- A person who is able to demonstrate good independent judgement, communicate effectively and work as part of a team.
- A person who has sufficient time and availability to commit to the work of NAIRO and actively contribute to undertaking some of the tasks that are associated with the day- to-day operation of the charity.

What Do Trustees Actually Do?

As well as having responsibilities in relation to Governance, Trustees for NAIRO also need to be able to actively contribute to the delivery of NAIRO's activities. This means that as a minimum all Trustees need to be in a position to:

- Commit 2 hours a week (average) to the role, which includes some weekday availability.
- Participate in quarterly Trustee meetings and the AGM (meetings are usually held on Fridays and at this time mainly take place on Zoom)

In addition, Trustees need to be able to commit time to one or more specific areas of work which include:

- To attend and/or lead working groups.
- To organise an annual conference.
- To participate in the delivery and evaluation of training.
- To seek to influence development of law, policy and practice.
- To network and liaise with other organisations.
- To have oversight of the content of the website and make contributions to it that are of relevance to IROs.
- To contribute and develop the design of NAIRO's website and NAIRO's social media profile.
- To act as a specific point of contact and liaison for members.
- To manage NAIRO's relationship with the Charity Commission.
- To undertake the role of Treasurer (and/or counter signatory).
- To work in partnership with NAIRO's Business Support Officer.

How Do I Become A Trustee?

1. Provide a CV and brief statement of why you are interested in becoming a Trustee. Outline what you are able to offer and contribute as a Trustee, with reference to the [Information For Potential Trustees](#).
2. Participate in an Interview with 2 Trustees.
3. NAIRO may require you to provide a referee.
4. If we're happy with you and you're happy with us after this, you will be confirmed as a Trustee and invited to the next meeting of Trustees.