

Role Description - Trustees

Background

Quest for Learning (QfL) is a registered charity (no. 1107219) providing teaching and training to inspire young minds struggling with literacy and numeracy. Formerly known as Reading Quest, QfL was established in 1996 and has provided positive learning impact for over 5,000 children in Oxfordshire.

Vision and mission

We believe that every child who is potentially disadvantaged through difficulties with literacy and/or numeracy can be supported to become a successful independent learner. We seek to inspire young minds by providing quality teaching and training that supports children in mastering skills in literacy and numeracy.

To continue providing these essential services we require dedicated and enthusiastic trustees who can offer their professional expertise in sustainably developing QfL further.

Commitment and Trustee duties

Thank you for showing interest in working with QfL. We require specific time commitment from our Trustees. The Trustee Board meets four times a year. Other meetings and associated time commitments depend on the individual Trustee's specific area of responsibility.

The duties of a QfL Trustee are to:

- Work with other Trustees and QfL's Executive Director to ensure our activities and operations drive our vision and strategy.
- Provide constructive challenge to other Trustees and the Executive Director to foster a dynamic and entrepreneurial culture.
- Help raise the profile of QfL and assist where possible in securing funding for our continued operation.
- Make decisions with other Trustees that are in the charity's best interest and do not knowingly create conflicts of interest.
- Manage QfL's resources responsibly for the short and long term.
- Act with reasonable care and skill, making use of your expertise and experience for the benefit of QfL.
- Help QfL comply with statutory accounting and reporting requirements.
- Help to ensure that QfL operates in line with charity laws, other relevant regulatory requirements, and our own internal governance and policies.
- We adhere to the Charities Commission recommended trustees duties. A summary can be found [here](#) and more detailed guidance [here](#).

Ideally we need a range of skills and experience across the QfL Trustee Board, including in the following fields: charities; communications/marketing; corporate management; education; finance; fundraising; legal/governance; technology/digital.