



Role Description for a Trustee of the British Mycological Society

Our Trustees play a vital role in making sure that the British Mycological Society (BMS; the Society) achieves its core purpose. They ensure that the members' views shape the direction of the Society and that the breadth of the mycological community is represented. Trustees have a collective responsibility, always acting as a group and not as individuals.

BMS Trustees oversee the overall management and administration of the Society. They also ensure that the Society has a clear strategy and that our work and goals are in line with our objectives. Just as importantly, our Trustees support and challenge, to enable the Society to grow and thrive and, through this, achieve our mission.

The duties of a BMS Trustee are to

- Support and provide advice on the British Mycological Society's purpose, mission and activities.
- Ensure that the Society complies with the Constitution (our governing document), charity law, company law, and any other relevant legislation or regulations.
- Oversee the Society's financial plans and budgets and monitor and evaluate progress.
- Review and approve the Society's financial statements.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Ensure the effective and efficient administration of the organisation. Provide support and challenge to the Executive Officer and other staff of the BMS Office in the exercise of their delegated authority and affairs.
- Keep abreast of changes in the Society's operating environment.
- Attend Council meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect the Society's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of the Society's objects, aims and reputation by applying their skills, expertise, knowledge and contacts.

Personal skills and qualities

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our mission and objectives
- Commitment to [Nolan's seven principles of public life](#): selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Trustees of the British Mycological Society are actively involved beyond Council meetings. This may include focusing on key issues, providing advice and guidance on new initiatives, representing the Society externally, providing support through working groups or support to the executive team, or in other ways in which the Trustee has special expertise. The role of Trustee is voluntary, but reasonable expenses are reimbursed.