



## Role Description and Person Specification

### Member Elected Trustee

#### The headlines

We urgently need to balance the needs of all people with the needs of our planet. To achieve this, the Engineers Without Borders UK movement is working to put global responsibility at the heart of engineering, to ensure a safe and just future for all.

We are now looking for two members to join our Board of Trustees. The role of Member Elected Trustees is to represent the wider membership of Engineers Without Borders UK and help mobilise the movement to achieve our vision.

**Responsible for:** Duties of a Trustee, e.g. adherence to charity regulations.

**Location:** Remote. Ability to attend quarterly board meetings and subcommittee meetings is essential, some of which will be held in person in central London, UK.

**Type of post:** Three year term. Approximately one day per month.

**Remuneration:** Voluntary. Expenses can be reimbursed.

**Expression of interest deadline:** Midnight (BST), Sunday 19 September 2021

#### Engineers Without Borders UK

Our planet is in a perilous position. We are draining natural resources, destroying ecosystems, and to avoid further climate crisis, emissions must drop drastically in the next decade. Meanwhile, there continues to be vast inequality across the world, with millions of people still without their basic human rights met.

Engineering has played a significant role – both good and bad – in getting humankind and the planet to where we are today. Now, we must urgently tackle numerous global challenges if we are to ensure a safe and just future for all.

In May 2021 we launched our 2021-2030 strategy, '[Reaching the tipping point for globally responsible engineering](#).' This strategy provides a strong, persuasive plan to put global responsibility at the heart of engineering.

As society moves towards the deadline to meet the UN's Sustainable Development Goals (SDGs), we will inspire the engineering community to commit to global responsibility. We will upskill, equipping people to put purpose into practice. And we will drive change, collaborating with companies, universities, and a wide variety of organisations to accelerate globally responsible engineering becoming mainstream. By 2030 we will build a movement of over half a million people, powerful enough to radically transform the culture of engineering.

To achieve our ambition, we need to support and empower a very wide network of individuals and organisations committed to promoting globally responsible engineering. Currently, our largest demographic of members are 25-34 years old. We now want to broaden our reach within the engineering industry, deepen the engagement and impact of all members, and create a structure for the movement that ensures our collective voice and action is as powerful as possible.

It is an ambitious strategy but the scale of the challenge demands this. By bringing together thousands of people and organisations, we will develop unstoppable momentum towards achieving social and environmental justice through engineering.

## Role description

The role of our Trustees is vital to ensure effective governance of the organisation and to provide advice and assistance to our growing staff team. We are now looking for two members to join our Board of Trustees. In addition to the usual Trustee duties, the Member Elected Trustees will be expected to represent and advocate for the wider membership of Engineers Without Borders UK and help to mobilise the movement.

## Person Specification

To ensure you're the right person for the role and can achieve success for Engineers Without Borders UK, we think that the following skills, expertise, and attitudes are essential for this Trustee role:

- Passionate about putting global responsibility at the heart of engineering to ensure a safe and just future for all.
- Member of Engineers Without Borders UK
- An understanding of the duties of a charity trustee, although previous trustee experience is not required.

One or more of the following is highly desirable to deliver the 2021-2030 strategy:

- Experience in influencing or advocacy, ability to shape opportunities to influence policy, industry and drive the Engineers Without Borders UK vision forward.
- Experience of community / movement building, understanding of the way movements grow, shift power, and create change.
- Experience of engineering innovation, knowledge of engineering and technology and how it impacts on human development.

We are looking to deepen the skills and expertise on our Board of Trustees. Your ability to bring any of the following would be desirable.

- Experience working with an organisation related to social/environmental justice or globally responsible engineering.
- Experience of fundraising through building strategic partnerships as well as leveraging earned income.
- Experience in academia / engineering education, connectivity to students through a range of pedagogies.
- Experience in digital transformation and IT systems architecture, in particular to support community building.

- Excellent interpersonal skills with ability to engage different audiences by identifying what they are interested in and matching that with how they can support our work using an innovative and creative approach.
- An ability to create opportunities for Engineers Without Borders UK and contribute to the growth of the movement.

## Our team

We believe that the performance of our Board of Trustees and staff team is dependent on a diverse group of people coming together under a common purpose with shared values and principles. The following behaviours are expected of everyone, including our Trustees:

<p><b>Passionate about our purpose</b> Is driven by deep feelings and motivations but recognises the bigger picture and is not self-righteous or judgmental of others.</p>	<p><b>Inquisitive</b> Is willing to learn and contribute with a curious mind and constructive thoughts and feedback.</p>
<p><b>Creative</b> Able to bring new ideas and approaches and has an opportunity driven mindset whilst recognising the importance of focus and clear direction.</p>	<p><b>Professional</b> Acts with integrity, recognising role as an ambassador for Engineers Without Borders UK. Well organised, punctual and self-motivated, delivering work to a high standard.</p>
<p><b>Team Player</b> Caring and supportive of others, keen to nurture the growth of others whilst maintaining awareness of self and personal development.</p>	<p><b>Open and inclusive</b> Open to the ideas and suggestions of others. Willing to encourage the insight of others and invite challenge to your own thinking.</p>
<p><b>Respectful</b> Aware of diversity and respectful of different opinions, always assuming positive intent and working with others to find common direction. Able to follow and respect decisions, as well as make decisions that are respectful of others.</p>	<p><b>Dependable</b> Trustworthy and genuine, reliable and self-disciplined, doesn't over-commit or set unrealistic expectations, is sure to communicate challenges so that they can be dealt with in a timely manner.</p>

## Commitment

We expect all our Trustees to show a deep commitment to the work we do, sustainable development and globally responsible engineering. You must be able to commit at least one day per month to the role which would include attendance at quarterly Board meetings, subcommittee meetings and internal and external events as appropriate.

Engineers Without Borders UK Trustees serve a three-year term. The Board meets once every quarter over the financial year (June, September, December, March). This is usually on a weekday from 4:30pm - 6:30pm either virtually or, at the Engineers Without Borders UK office in Vauxhall. Trustees are expected to attend the Annual General Meeting and a 'Board Away Day' during the year. In addition, Trustees will be asked to join subcommittees of the Board which meet at least once prior to upcoming Board Meetings.

All Trustees of Engineers Without Borders UK must be members of the organisation. If not already a member, details can be found [here](#).

## Diversity, inclusion and equity

Engineers Without Borders UK is guided by a [set of principles](#) that we believe will help ensure that all viewpoints and knowledge are heard, included and respected.

We want to make the recruitment process as inclusive and accessible as we can. We have tried but we know that there might be more that we can do, particularly for those who have experienced exclusion, disadvantage or discrimination, or if you have particular accessibility needs. We would be happy to provide any further support that you may require - please get in touch with us via [membership@ewb-uk.org](mailto:membership@ewb-uk.org). We can think together about how to make this process easier for you.

We especially encourage applications from people of colour, LGBTQ+ people (we are a trans-inclusive organisation), people with disabilities, and people who have experienced other exclusion or marginalisation.

## To apply

The first stage of the process is to submit an expression of interest. Please send a CV (two pages maximum) and a brief covering letter (up to one page) to [membership@ewb-uk.org](mailto:membership@ewb-uk.org) with the role title in the subject line. Please outline clearly in your covering letter:

- Your reasons for wanting to join the team and Engineers Without Borders UK members.
- How you meet the role description and person specification.
- Your availability for an informal discussion about the role and process during the two weeks following the submission of your application.
- Where you saw the role advertised.

The deadline for expression of interest is midnight (BST) Sunday 19 September 2021. The formal nomination process will begin in October, leading to a member vote ahead of the AGM in November. We will provide further detail on this process during the informal discussion.

## Recruitment information

- Engineers Without Borders UK is committed to selecting candidates for employment based on aptitude and ability, irrespective of gender, race, ethnic origin, disability, nationality, sexuality, religion or belief, marital status or social class.
- Please refer to our [Privacy Policy](#) for details of why and how we collect and store your data.