

Trustee Exeter Ethiopia Link (EEL)

Introduction to Exeter Ethiopia Link

Exeter Ethiopia Link was established over 35 years ago by people living in Exeter who visited and wished to support international development work in Western Ethiopia. We are no longer geographically based in Exeter (but have kept the name) and now have both volunteers and trustees across the UK.

We are a small charity run purely by volunteers, which, we believe, does great things working together with our Ethiopian partners. We were the smallest organisation (so UK AID tells us) to receive three UK AID grants and also one Comic Relief grant. At the end of our last grant we received an A+ rating from UK AID based on outcomes we achieved. You can find out more about our last two grants and the impact we had in two short videos here

Libraries and Literacy: <https://vimeo.com/745401432>

Inclusive Education Project: [Exeter Ethiopia Link Inclusive Education.mp4 on Vimeo](#)

You can see what we are currently doing at <https://www.exeterethiopia.org/>

Role of Trustee

We are looking for new trustees to join us. It would be great if you had an interest in fundraising or project management, but we are not fussed: more than anything it is an interest in the role and a desire to learn more about the work we do and the country we work with.

We meet four times annually on a virtual basis as we are spread all over the country. We have other groups which you may wish to join (Project Steering Group; Fundraising Group) but there is no obligation.

Our current board has a whole variety of backgrounds from Business, the NHS, Teaching, Working within International Development and the Charity Sector

Main Purpose of the Role

A Trustee has and must accept ultimate responsibility for directing the affairs of EEL, and ensuring that it is solvent, well run, and delivering the charitable outcomes for the benefit of the people for whom it has been set up.

Role Requirements

- Good interpersonal and communication skills.
- Computer literate; basic word-processing, email and use of the internet.
- Be supportive of the values and ethos of EEL
- Be constructive about other Trustees' opinions in discussions, and in response to members' contributions at meetings
- Be able to act reasonably and responsibly when undertaking such duties and performing tasks
- Be able to maintain confidentiality on sensitive and confidential information
- Understand the importance and purpose of meetings, and be committed to preparing for them adequately and attending them regularly

- Be able to analyse information and, when necessary, challenge it constructively
- Be able to make collective decisions and stand by them
- Be willing to stay informed about those aspects of life in Ethiopia relevant to EEL
- Be able to assess the environmental impact and efficiency of the organisation

Main duties & Responsibilities: This is not just for us but any charity trustee

- Ensure that the charity complies with charity law, and with the requirements of the charity commission as regulator; in particular ensure that the charity prepares an annual report, annual return and accounts as required by law.
- Ensure that the charity does not breach any of the requirements or rules set out in its constitution and that it remains true to the charitable purpose and objects set out there.
- Comply with the requirements of other legislation and any other regulators which govern the activities of the charity.
- Act with integrity, and avoid any personal conflict of interest or misuse of charity funds or assets.
- Ensure that the charity is and will remain solvent.
- Use charitable funds and assets reasonably and only in furtherance of the charity's objects.
- Avoid undertaking activities that might place the charity's funds, assets or reputation at undue risk
- Take special care with managing funds obtained from any donor organisations
- Use reasonable care, personal skills and experience as needed to ensure that the charity is well-run and efficient.
- Consider getting external professional advice on all matters where there may be material risk to the charity, or where the trustees may be in breach of their duties.

Please contact our secretary Dawn Swettenham secretary@exeterethiopianlink.org if you are interested.