



## Sex Education Forum Trustee vacancy

**Do you want to make high quality relationships and sex education a reality for children and young people? Join us!**

The Sex Education Forum is the voice of Relationships and Sex Education in England. First established in 1987, we have helped support generations of educators and lobbied successfully for the introduction of compulsory Relationships and Sex Education in all schools. In April 2021 we established ourselves as an independent charity.

We are looking for two new Trustees to join our current Board. The Board is made up of individuals who are all passionate about the work of the charity and committed to ensuring all children and young people can access high quality, evidence-based and inclusive Relationships and Sex Education.

This voluntary role would be suited to someone with the ability to represent the diverse needs and perspectives of children, young people and educators. We are particularly keen to recruit trustees with digital or fundraising expertise.

This is a great opportunity to help steer a newly independent charity forward and provide strategic advice in meeting these challenges. Joining as a Trustee is a fantastic way to influence our work, support our range of Partners and Members, and ensure we meet our charitable objects and adhere to our values and principles. We hope you will consider joining us at this exciting time for the organisation.

**Sex Education Forum**

Registered charity no 1193467

[www.sexeducationforum.org.uk](http://www.sexeducationforum.org.uk)

email: [info@sexeducationforum.org.uk](mailto:info@sexeducationforum.org.uk)

twitter: [@sex\\_ed\\_forum](https://twitter.com/sex_ed_forum)

## **Sex Education Forum Trustee role description**

### **Generic role**

- Contribute actively to the Board of Trustees' role in giving strategic direction to the Sex Education Forum, developing our overall strategy and policy to meet our objectives, setting targets and evaluating performance against agreed targets.
- Keep informed about the activities of the Sex Education Forum and wider issues of RSE policy and practice which affect our work.
- Bring to the fore the needs and perspectives of the diverse children, young people and educators that the Sex Education Forum seeks to support, and monitoring effectiveness in addressing inequalities in all our work.
- Ensure the financial stability of the Sex Education Forum and the proper use of our funds.
- Ensure the Sex Education Forum applies its resources exclusively in pursuing its objectives
- Ensure the effective governance of the Sex Education Forum.
- Safeguard the good name and value of the Sex Education Forum.
- Declare any conflict of interest while carrying out the duties of a Trustee.
- Be collectively responsible for the actions of the Sex Education Forum and other trustees.
- Participate in other tasks as arise from time to time, such as interviewing new staff.
- Attend meetings and sub-committee meetings as appropriate and read papers in preparation for the meeting.
- Use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions to further SEF's objectives.

### **Fundraising role**

In our first year as an independent charity, sustaining and expanding our work by having an appropriate fundraising strategy in place is one of our priorities. We are looking for a Trustee who can:

- Help to strategically assess where fundraising fits into the Sex Education Forum's objectives and business plan
- Identify funding opportunities for the Sex Education Forum within statutory, charitable trusts and corporate settings.
- Advise on the development of funding proposals, providing support to the CEO
- Help to oversee SEF's fundraising activities to ensure they are carried out in legal, honest and accountable ways.

### **Digital role**

We are now an organisation that operates remotely, and with services such as membership, events and training that are all underpinned by digital systems we need expertise to ensure we keep abreast of, and maximise digital developments to strengthen our impact. We are looking for a Trustee who can:

- Provide advice on the role of digital in SEF's business plan activities
- Highlight opportunities for exploring new ways of maximising the impact of digital
- Help to evaluate digital proposals for the Board
- Draw on their digital networks to support the Sex Education Forum's work.

**Time commitment** Approximately 1-2 hours per week and attendance at monthly 2-hour Board meetings. Over the coming year this is likely to reduce to two-monthly 2-hour meetings.

### **Key dates for Trustee recruitment**

Closing date for applications: Midday, Monday 22<sup>nd</sup> November

Shortlisted applicants informed: w/c 29<sup>th</sup> November

Interviews: Friday 10<sup>th</sup> December.

Full induction will be provided. Prior experience as a Trustee is not required. We are particularly keen to hear from applicants that represent the diversity of young people and educators that SEF seeks to support.

For more details about the Sex Education Forum, please see the accompanying Trustee Recruitment Information. If you are interested in applying, please complete the application form to receive more information. If you would like to see a summary of our Business Plan, please email [info@sexeducationforum.org.uk](mailto:info@sexeducationforum.org.uk), with the subject heading 'Trustee information'.

If you would like an informal chat about the role, our Trustees and CEO are very happy to help. Please contact Lucy Emmerson, Chief Executive at [lucy@sexeducationforum.org.uk](mailto:lucy@sexeducationforum.org.uk)

October 2021