

Trustee Role Profile – BASICS Devon

Role Title: Trustee

Location: Remote with occasional in-person meetings in Devon

Time Commitment: Approximately 6–8 hours per month, which is generally evening or in person meetings

Term: 3 years (renewable)

About BASICS Devon

BASICS Devon is a registered charity that provides immediate medical care to people in Devon through a network of volunteer doctors.

These highly trained professionals respond to emergencies, delivering advanced medical interventions at the scene, often before ambulance services arrive.

The charity is committed to saving lives and improving outcomes for patients in critical situations.

For more information please see the [charities website](#)

Role Purpose

As a Trustee of BASICS Devon, you will contribute to the strategic direction and governance of the charity, ensuring it achieves its mission effectively and sustainably.

Trustees are collectively responsible for the charity's compliance with legal obligations, financial oversight, and the promotion of its values and objectives.

Key Responsibilities

- Strategic Oversight: Participate in delivering the existing charity's strategic goals and guide the setting of the subsequent strategic plan during 2027.
- Strategic Oversight: Work with the Trustee group to ensure that appropriate policies and procedures are in place to maintain safety and effectiveness of the charity.
- Governance: Ensure the charity complies with its governing document, charity law, and any other relevant legislation or regulations.
- Financial Stewardship: Oversee the financial health of the charity, including approving budgets and monitoring financial performance.
- Represent the Trustees in one of the sub committee Tactical groups (Medical and Governance; Finance & Fundraising; Operations).

- Risk Management: Identify and manage risks to the charity's operations and reputation.
- Advocacy: Act as an ambassador for BASICS Devon, promoting its work and enhancing its public profile.
- Support and Challenge: Provide constructive support and challenge to the executive team to help the charity achieve its objectives.

Person Specification

Essential:

- Commitment to the mission and values of BASICS Devon.
- Understanding of the legal duties and responsibilities of a trustee.
- Ability to think strategically and contribute to effective decision-making.
- Willingness to devote the necessary time and effort to trustee duties.
- Integrity, objectivity, and the ability to work effectively as part of a team.

Desirable:

- Experience in one or more of the following areas: healthcare, finance, law, fundraising, marketing, or governance.
- Knowledge of the voluntary sector and the challenges facing charities.
- Connections within the Devon community or relevant professional networks.

Time Commitment

Attendance at Trustee meetings (held in person or virtually).

Participation in sub-committees or working groups as required.

Occasional attendance at events or meetings to represent the charity.

Remuneration

This is a voluntary position. Reasonable expenses incurred in the course of Trustee duties will be reimbursed.

Application Process

If you are interested in becoming a Trustee of BASICS Devon, please contact rob.horton@basics-devon.org.uk for more information. To apply, send a letter outlining your suitability for the role to the same email address.