

Eating Better Board of Trustees - Member Trustee role

Will you join us? Can you volunteer your time to help change the food system, and with more plants and less but better meat and dairy to create a healthier, more sustainable world?

Key information

Location: remote, with 1-2 in-person meetings per year, usually in London

Salary: unpaid, voluntary position (travel and meeting expenses are reimbursed)

Term of service: three years, with the possibility of a future renewal by mutual agreement

Hours: approximately 6-8 days per year

Reports to: Chair of the Board

This is an opportunity to join Eating Better's Board of Trustees, contributing to the charity's good governance, development, financial planning and the smooth running of the Eating Better alliance.

If you feel you can provide strategic guidance, advice on impact and perspectives from our membership we want to hear from you. Our Board of Trustees is a friendly, collaborative and effective group that helps us strengthen and uphold the vision of the Eating Better alliance. These roles are being recruited as two of our long standing trustees are stepping down having completed their term of office. They are all drawn from member organisations so we wish to keep this balance on the board by welcoming up to three new individuals from member organisations, with a focus from the environment and agriculture sectors, however all relevant experience is valued.

About us

Eating Better is a movement for change, bringing together 70 organisations from farming, environment, animal welfare, health and social justice to transform how we produce and consume food. The Eating Better mission is to catalyse the transition towards sustainable diets in order to address the interconnecting health, economic, food security, nature and climate change crises. **We focus on increasing plant consumption and production with corresponding reduction in meat and dairy, ensuring better standards for remaining animal agriculture, as laid out**

in our Better by Half Roadmap. We are a collaborative alliance, working to make UK food and farming fairer and more sustainable. Our aim is to enable everyone to eat nourishing, affordable food, including more plants, and less and better meat and dairy, which is produced in ways that benefit people, animals and the planet.

We are a registered charity (no.1175669) and company (no. 9772128) governed by the Board of Trustees. We receive funding support from alliance members, trusts and foundations and individuals. For a list of our current funders and to read our funding statement, click [here](#).

Diversity, Equity and Inclusion

Eating Better believes that our mission will be more powerfully achieved with justice and equity at its core. The NGO and food sector are amongst the least diverse in the UK. The organisation acknowledges our own risks of paternalistic thinking, a fear of getting it wrong, and EDI being separate from our day to day work. Since 2024 the team and board have embarked on a learning and unlearning journey to embed principles and practices of Justice, Equity, Diversity and Inclusion into the work of the alliance. We are in the process of developing a JEDI strategy; in the meantime our DEI statement can be read [here](#).

We are keen to increase the diversity of our board, and welcome applications from under-recognised groups and people who identify as having [protected characteristics](#). If you have not sat on a Board before, we will support you to get established in the role through a combination of methods (e.g. mentoring, shadowing, training) to be determined to suit the situation. We will make necessary adjustments to make the recruitment process equally accessible to everyone, and offer the opportunity for an informal discussion prior to applying to ensure this is achieved.

Eating Better Board of Trustees

The [Trustees](#) serve as the accountable body for sound financial and organisational management of the alliance, working closely with the Executive Director and staff team. They also advise on alliance strategy and development.

We have 4 Trustee meetings a year and these are supported by our four subcommittees: Sustainable Funding, Finance, Team and Appointment and Nomination. Each board member is expected to serve on at least one committee.

The people

We are looking for people from within Eating Better Alliance members with the experience to help guide our strategy and help us succeed in our mission to achieve a transition to a healthier, fairer and more sustainable food system. We are especially interested to gain experience from the environment and agriculture sectors, however all relevant experience is valued.

Qualities

Essential

- Knowledge of nutritious, sustainable food and farming
- Understanding of organisational management and strategy
- Lived and/or learned experience about Justice, Equity, Diversity and Inclusion within the food system
- Personal interest in sustainable diets
- Open to other skills

Desirable

- Ideally works for a Eating Better alliance member
- Experience of NGO and/or alliance function and culture
- Trusts and foundations fundraising experience
- HR Experience
- Open to other skills

Personal attributes

Our Trustees value teamwork and friendly collaboration where everyone's voice is heard. Therefore we are looking for people who are:

- Organised and responsive
- Generous with their expertise and networks to support Eating Better's work
- Committed to the time requirement for the role

Remuneration

This is an unpaid, voluntary position though expenses can be covered.

Term of service

We would ask for a commitment to serve for three years, with the possibility of a future renewal by mutual agreement.

Time commitment

The time commitment for the role is 6-8 days per year and includes 4 online quarterly Trustee Board meetings (2 hours) and our AGM, 4 online subcommittee meetings (1 hour), 2 in-person days (a strategy workshop day and the annual member event).

We check in with trustees on support with annual reporting and risks and issues throughout the year.

Full role description can be found in our Board Terms of Reference in our appendix.

Benefits of the role for trustees

- You will contribute to the mission of the alliance
- You will gain strategic, governance experience through overseeing the organisation
- You will expand professional networks

Recruitment details

If you would like to discuss this role, please contact [Kristin Bash](#), Trustee, or [Sarah Wakefield](#), Executive Director.

To be considered for the role please send your CV or examples of your experience and a thoughtful covering letter, video or audio message demonstrating how your skills and experience are right for the role (no more than 1 page if written, 5 mins if video or audio) to [Myrto Williams](#). The deadline is **23rd May**. Shortlisted candidates will be contacted to arrange an online interview.

Our recruitment process is intended to be based on merit, fairness and inclusion. To avoid unconscious bias or discrimination in considering your application, please do not include your name, age or address on your CV. We will ensure your name is not sent to the individuals in the shortlisting process. Your details will be saved anonymously on our drive for our panels to consider and deleted after the recruitment process is finished.

We will make necessary adjustments to ensure the recruitment process is equally accessible to all. Please feel free to contact us if you require an adjustment to be made either in the application or the interview process.

Deadline for applications 23rd May

Shortlisting - 23rd-30th May

Interviews will be conducted on 11th June

First Board meeting 30th July

Appendix

Terms of reference for Eating Better Board

1. Type of organisation

- a. Eating Better is a registered charity and company limited by guarantee, operating across the UK. Its Trustees are jointly and severally responsible for the overall control and strategic direction of the organisation, in accordance with the relevant legal and regulatory requirements, our charitable objects and the principles of good governance.

2. Membership of the Board of Trustees

- a. The Board of Trustees is responsible for the recruitment and appointment of Trustees and for determining the number of Trustees.
- b. An absolute majority of the board should be drawn from alliance members.
- c. Trustees represent themselves, not their organisation on the board.
- d. The board should refer to principles of Justice, Equity, Diversity and Inclusion (JEDI) when making decisions that will affect board membership.

3. Term of office

- a. Board appointments will normally be made for a three year period. Board members can be reappointed for successive three year terms up to a maximum term of 9 years, with any exceptions made at the discretion of the Chair of the Board.

4. Expectations of Trustees

- a. Trustees are expected to attend Board meetings and meetings of any Committee of which they are a member, to prepare fully for those meetings, to engage actively in discussion and decision making, to exercise collective responsibility and to respect confidentiality. Trustees should also be prepared to provide advice and support as necessary between meetings.
- b. All Board members are expected to support at least one board Committee.
- c. Minimum attendance of 50% is expected, with due consideration of JEDI in managing attendance throughout the year.

5. Meetings

- a. Board meetings will normally take place quarterly. Any Trustee may call a Trustees' meeting by giving not less than seven working days' notice of the meeting to the Executive Director.
- b. Meetings can take place in person, by video conference/ conference call. The meeting Chair will decide on the format of the meeting. Normally there will be one in person meeting a year. Committee business may also be conducted by email provided that the quorum is met.
- c. The staff shall normally provide papers for consideration by the Trustees not less than five working days before each meeting.
- d. There shall be a written record of each meeting, agreed by the Trustees at the subsequent meeting. A summary of decisions made at each Board meeting will be published on the Fundraising Regulator's website.
- e. The quorum for a Board meeting is three or a third of Trustees, whichever is greater, one of whom should be the Chair, or in their absence a Trustee appointed by the meeting to chair on that occasion.
- f. Decisions will primarily be taken by consensus, but any member of the Board may request a vote. Should the vote be tied, the chair of the meeting shall have the casting vote.

6. Committees and delegations

- a. The Board may set up Committees and specify which Trustees should serve on those Committees and whether co-optees should be asked to serve. The Board may also delegate any of its powers to a Committee.

7. Staff attendance

- a. The Executive Director shall normally attend Board meetings. Other staff shall also normally be invited to attend, (at the Executive Director's discretion

and with the Chair of the Board's agreement). The Board may from time to time decide to consider specific confidential items without staff present.

8. Trustee roles and responsibilities

The roles and responsibilities of the Trustees, as members of the Board, are as follows:

- a. To act in the best interests of Eating Better at all times.
- b. To promote and sustain Eating Better's resources ensuring solvency and effective management of Eating Better.
- c. To ensure personal familiarity regulatory and legal requirements and operational processes linked to charity's law.
- d. To ensure compliance with all legal and regulatory requirements relevant to Eating Better's activities, for example in relation to health and safety, employment of staff, money laundering and the proceeds of crime, and data protection.
- e. To agree the vision and strategic direction of Eating Better and arising from that an annual business plan and budget and an annual report and accounts.
- f. To take responsibility for the appointment and ongoing oversight of the Executive Director and to ensure that any duties delegated to the Executive Director do not impinge on those of the Board.
- g. To monitor Eating Better's performance and delivery.
- h. To ensure that minutes are kept recording the key issues and the decisions of meetings of the Board and any Committees.
- i. To ensure that there are effective controls in place to monitor and review regularly the Eating Better's finance and administration systems and governance.
- j. To ensure that appropriate records relating to accounts and financial matters are maintained in the required manner and that they are independently audited and filed appropriately.
- k. To ensure that all risks to Eating Better are identified and appropriate steps taken to mitigate those risks.
- l. To support the work of the organisation by providing strategic advice and guidance where appropriate, bearing in mind that the operational activity of the organisation is the responsibility of the ED.

9. Conflicts of interest

- a. Trustees are required to declare any conflicts or potential conflicts of interest on an annual basis; these will be recorded on the register of interests.
- b. If a Trustee identifies a potential conflict arising from an agenda item or paper at a forthcoming Board or Committee meeting, this should be flagged in advance with the Chief Executive or Chair. The Trustee may be asked to leave the room or not participate when the item is discussed. In some circumstances they may also be excluded from accessing relevant papers.

10. Review

- a. Terms of reference are reviewed bi-annually, or earlier if necessary. These terms of reference were agreed by the Board at Eating Better's registration as a charity and last amended on 17 October 2024. The next scheduled review date is October/November 2026.

Appendix

Guidance documents

Key documents to be given to new trustees will include:

- The charity's governing document
- The charity's latest annual report and accounts
- Minutes of recent trustee meetings
- The guidance *the essential trustee: what you need to know (CC3)*, and *the hallmarks of an effective charity (CC10)*
- The charity's policy on dealing with conflicts of interest
- Better By Half Roadmap
- Yearly strategy document
- Membership terms
- Latest membership survey results
- Risk register