

## Governance / Legal Trustee

**Location:** Brighton – online/hybrid or in-person meetings

**Role type:** Trustee – voluntary position

**Time commitment:** Around 4-5 hours per month on average

**Term of office:** Initial three years and can stand for re-election

---

### About Brighton Natural Health Foundation

At BNHF, we are passionate about tackling health inequalities and believe everyone should have the opportunity to lead happier, healthier lives.

We provide free, inclusive mindful movement classes - including yoga, qigong, mindful walking and Pilates - in the most underserved areas of our city, supporting people who have experienced trauma, homeless people, refugees, older people, and disabled people.

BNHF is entering an exciting new chapter. We have been strengthening and transforming the organisation to meet the needs of our communities. We are now ready to move to the next stage of our development and are looking for new trustees with specialist knowledge and experience to help shape what comes next.

This is an opportunity to bring your professional expertise and passion for social justice to help shape our future and to turn our ambitions into action.

---

### Role Description

As Governance & Legal Trustee, you will help ensure BNHF remains well governed, accountable, and equipped to deliver its mission. Working closely with the Chair, Board and BNHF Director, you will bring your expertise in law, governance, risk or regulatory compliance to support informed decision-making, provide constructive challenge, and help the organisation operate ethically and transparently. You will also chair our Governance Sub-committee, helping to shape BNHF's organisational development.

We are looking for an active, collaborative, and thoughtful trustee who brings professional expertise, sound judgement, and an interest in good governance. You will join our committed Board at an important point in BNHF's development, with the opportunity to make a meaningful contribution to our future. If you share our commitment to tackling health inequalities and improving community health, we'd love to hear from you.

---

### Role Details

Working with the BNHF Director and the Board, key aspects of the role include to:

#### Governance Oversight

- Ensure the charity complies with its governing document, charity law and other relevant legislation
- Provide advice on governance best practice, helping the Board maintain high standards of accountability and transparency
- Support periodic reviews of governance policies and the effectiveness of the Board
- Act as chair of the Governance Sub-committee

#### Legal & Regulatory Compliance

- Advise on legal matters relating to contracts, partnerships, safeguarding, data protection (GDPR), employment and risk
- Help oversee the charity's risk management processes, identifying legal or regulatory risks and advising on mitigation
- Ensure timely completion of regulatory filings and returns (in collaboration with the Board Secretary and Treasurer)

## Policy & Documentation

- Review and maintain key governance documents, including policies, codes of conduct and trustee agreements
- Ensure appropriate systems are in place for document management and record-keeping
- Advise on updates to the constitution or governing document if required

## Strategic Support

- Contribute to the development of strategy, bringing a governance and legal perspective to decision-making
- Support due diligence and compliance for new projects, funding, or partnerships
- Champion ethical practice and organisational integrity

## Trustee Responsibilities (all trustees)

- Attend and actively participate in Board and relevant sub-committee meetings
- Provide constructive challenge, oversight and support to the senior team
- Act in the best interests of the charity and its beneficiaries
- Promote the charity externally and help build a strong, positive reputation

---

## Skills & Experience

You don't need to have specific previous experience on a charity board to apply for this. We recognise that many of the skills and experience required are transferable, and you may have gained them in other settings or through other relevant experience. These include:

### Essential

- Professional experience in law, governance, compliance, contracts, or related fields
- Ability to interpret legal and regulatory information and communicate clearly to non-specialists
- Understanding of risk management and ethical governance
- Ability to listen and engage effectively
- Reliable, collaborative, and comfortable with challenge and debate
- Commitment to equity, inclusion and BNHF's values, and Nolan's seven principles of public life

### Desirable

- Knowledge of charity law or working with charitable organisations
- Understanding of data protection, safeguarding and/or employment law
- Experience as a trustee or board member, or of working in charities
- Understanding or experience of the mental, physical and social health sector

---

## What you will gain from being a BNHF trustee

- An opportunity to use your professional skills to support community health and wellbeing
- A role in shaping the direction, resilience, and future of a meaningful local charity
- Being part of a supportive, collaborative team of trustees
- Experience in charity governance and strategic leadership

### How to Apply

Please send a brief statement of interest and your CV to [chair@bnhf.org](mailto:chair@bnhf.org). For an informal conversation about the role, contact Peter Kinsey– [peterkinsey@bnhf.org](mailto:peterkinsey@bnhf.org) – 07738 034135.