Cymru Masnach Deg
Fair Trade Wales

Ariennir gan
Lywodraeth Cymru
Funded by
Welsh Government

Fair Trade Wales is looking for a new Chair who can use their skills to guide our strategic direction, lead our board, support employees and champion Fair Trade in Wales.

This role would suit a passionate person committed to the values of Fair Trade, who is able to offer their time to support the strategic direction of Fair Trade Wales. If you care about justice and global equality, and want to support the growth of the Fair Trade movement, then this could be the role for you.

Fair Trade Wales works to support, grow and promote the Fair Trade movement in Wales. Our vision is to see an equal world, using our values of support, collaboration and empowerment.

The board provides overall strategic direction for the organisation which is managed on a day to day basis by a paid Head of Fair Trade Wales who, with the board's guidance, prepares and delivers forward business plans.

Fair Trade Wales is established as a company, limited by guarantee with not for profit status. We work as part of the Hub Cymru Africa (HCA) partnership to maximise the effectiveness of organisations in the international sector and are based in Cardiff. Hub Cymru Africa is currently funded by the Welsh Government's Wales and Africa programme.

How to apply

Email your CV and a covering letter, explaining why you want to become Chair of the Board of Fair Trade Wales to sarah@fairtradewales.org.uk.

Closing Date: Friday 23rd of May 2025.

Interviews 10 June 2025

Details

Reports to: Fair Trade Wales Board
Reward: This is an unpaid position but reasonable expenses consistent with practice in the voluntary sector are offered.

Chair of the Fair Trade Wales Board Role Description

The Chair of the Board of Directors of Fair Trade Wales shares the same governance responsibilities as other members of the board. The specific role of the Chair is to ensure that the board is effective in setting and implementing the organisation's culture, direction and strategy by leading the board and focusing it on strategic matters, oversight of the organisation's activities and maintaining high standards of governance.

Chair of the Fair Trade Wales Board Responsibilities

- Ensures that the board functions effectively, meetings are led inclusively, and the board carries out its duties.
- Leads the board in governing itself well, setting the strategic direction of the organisation, creating a positive culture and holding the Head of Fair Trade Wales and staff properly accountable.
- Monitors the agreed actions from board meetings to ensure that decisions are implemented properly and in a timely manner.
- Ensures that the board annually reviews its structure, effectiveness, delegations and key policies, and implements agreed changes as necessary.
- Builds a strong, positive and respectful relationship with the Head of Fair Trade Wales and engages with staff, beneficiaries and other stakeholders.
- Acts as an ambassador for the organisation, representing its interests and values to external stakeholders.
- Works with the Head of Fair Trade Wales to set their objectives, and hold regular one-to-one meetings to support and monitor progress.

Details Person Specification

Personal Qualities

• Demonstrates a strong and visible passion and commitment to the organisation, its strategic objectives and cause
• Exhibits strong inter-personal and relationship building abilities and would be comfortable in an ambassadorial role
• Demonstrates tact and diplomacy, with the ability to listen and engage effectively
• Strong networking capabilities that can be utilised for the benefit of the organisation
• Ability to foster and promote a collaborative team environment
• Ability to commit time to conduct the role well

Experience

• Experience of operating at a senior strategic leadership level within an organisation
• Experience of charity/not-for-profit governance and working with or as part of a Board of Directors or Trustees
• Experience of external representation, delivering presentations and managing stakeholders
• Significant experience of chairing meetings and events

Knowledge and skills

• Broad knowledge and understanding of the voluntary sector and current issues affecting it
• Strong leadership skills, ability to motivate staff and volunteers and bring people together
• Financial management understanding and a broad understanding of company finance issues
• Good understanding of charity/not-for-profit governance issues