

ROLE DESCRIPTION

Role Title: Trustee

Location: Nationwide Aotearoa/New Zealand

Time commitment: Variable

Responsible to: Our Seas Our Future Charitable Trust Board

Functional relationships with: OSOF Trustees, OSOF Volunteers, External Stakeholders.

Diversity Policy: OSOF regard Diversity & Inclusion as essential to successfully and sustainably achieving our goals.

Role type: Volunteer/Leadership

Time requirements: Variable ongoing (2 hours per week, and bimonthly meetings)

Purpose Statement: To provide proactive leadership in the strategic and operational development of Our Seas Our Future, a New Zealand registered charity organisation.

PERSON SPECIFICATION

Experience: OSOF Charitable Trust is seeking professional candidates with a range of experience. In particular we seek expertise in the following areas: Leadership, Business Management, Accounting, Law, Education, Science and Policy, Conservation, Advocacy, Communications and Marketing, Fundraising, and Iwi relations.

Expectations:

- Be committed to the mission and objectives of OSOF Charitable Trust.
- Represent OSOF Charitable Trust in a manner consistent with its mission, objectives, and policies.
- Regularly assess Trust activities and seek feedback on the Organisation's and Board's performance.
- Proactively engage in group decision-making and help develop an inclusive sense of shared purpose. Decision-making will be by consensus wherever possible.

Key Accountabilities:

1. To attend and participate fully and openly in Board meetings, and more regular attendance and steering of any sub-committee roles, as required.
2. To prepare for Board meetings by reading the minutes, agenda and other relevant papers circulated before a Board meeting.
3. To raise ideas and concerns, and suggest priorities consistent with the vision and mission of OSOF Charitable Trust
4. To ensure all the organisation's objectives are being addressed.
5. To take an active interest in OSOF Charitable Trust through participation in events, workshops and subcommittees.
6. To be aware of and understand the policies of OSOF Charitable Trust.
7. To understand, respect and support fellow trustees, and volunteers of OSOF Charitable Trust.
8. To respect, provide support and regular feedback for new and existing members of the Board of OSOF Charitable Trust, and volunteers.
9. To make areas of interest and expertise known to other Board members and staff.
10. To declare and actively manage any potential or perceived conflicts of interest.

Who we are:

Our Seas Our Future is a 100% volunteer-run and non-profit marine conservation organisation based in Aotearoa/New Zealand.

With operations across the country, OSOF operates based on a volunteer-driven model, focusing on coastal and marine conservation, environmental education, and community engagement projects.

The idea that gave rise to the OSOF initiative still drives us today; we are all stewards of our marine environment, and how we treat our environment now will shape the world we are living in tomorrow; the health of our seas is intertwined with our future.

Our Vision is to be a leading marine conservation organisation and a voice for the people of Aotearoa/New Zealand to protect our marine environment.

Our mission is to protect Aotearoa/New Zealand's coastal and marine ecosystems through advocacy, education, and environmental stewardship, ensuring that they are managed sustainably and protected for future generations.

See the [Our Seas Our future website](#) for more about us.

What's involved:

Within our organisation, our Trustees take on a general governance role and specialist role in leading an area of our organisation. Any specialisation is typically aligned with the strengths and interests of individuals.

As a Trustee, you will assist in the strategic development of the OSOF Charitable Trust, including (but not limited to):

- overseeing policy development;
- helping set the direction of the organisation; and
- ensuring that the services offered are
 - (a) compatible with the mission and objectives of OSOF Charitable Trust, and
 - (b) that these are responsive and relevant to the needs of the wider Community.

What we're looking for:

We are particularly interested in hearing from individuals with strengths and interest in the following areas:

Trust Board administration	Non-Profit management	Fundraising
Business management	Iwi relations	Accounting
Law	Education	Conservation
Advocacy	Communications and Marketing	Information Communication Technology

Expressions of interest can be directed to: noel@osof.org or info@osof.org