



Role Specification for the Research and Development Trustee

The responsibilities or duties of the Research and Development Trustee are to cover two areas: those as a Trustee and those specifically designated to the Research and Development Trustee.

Responsibilities as Trustees

The Board of Trustees (the Board) is made up of appointed or co-opted RCSLT members and appointed or co-opted non-members as authorised by the Articles.

Trustees bring an independent judgement to bear on issues of strategy, performance, key appointment and accountability.

Trustees agree to adhere to the Trustee Code of Conduct including the Statement of Values and Behaviours.

The duties of Trustees are to:

- Provide strategic direction for the RCSLT by setting the framework for policy and operational performance, including agreeing the Corporate Strategy and overall ambition of the organisation
- Monitor delivery of the Vision and Annual Operating Plan
- Satisfy themselves that qualitative and financial information is accurate and that controls and systems of risk management are robust and defensible
- Ensure that the RCSLT is financially viable
- Ensure that the RCSLT fulfils its legal obligations
- Have a prime role in appointing and where necessary, removing the CEO and in succession planning
- Ensure the board acts in the best interests of the profession and is fully accountable to the profession
- Act as an ambassador for the RCSLT

Trustees may also have a key role in a committee or may have a specific role on the Board. Separate role descriptions are provided for these roles.

Declaration of Interests

All board members should declare any personal or business interest which may influence, or may be *perceived* to influence, their judgement. Trustees must not, under any circumstances, accept gifts or hospitality where this could be seen as likely to influence the decision of the Board.

Responsibilities as Research and Development Trustee

- Develop the RCSLT strategic objectives in the area of research and development in collaboration with the Director of Professional Development and the Head of Research and Outcomes
- Make recommendations to the Board on the achievement of the RCSLT Vision objectives relating to research and development
- Act as an ambassador for the RCSLT and its vision for developing research and embedding Evidence Based Practice (EBP), representing the RCSLT (alongside RCSLT staff) across the UK on external forums, networks and events
- Work collaboratively with Director of Professional Development and the Head of Research and Outcomes in policy formulation work relating to research and development so as to progress strategic planning
- Provide leadership and expertise on research and evidence based practice-related areas to Trustees, the Head of Research and Outcomes and RCSLT members in support of delivering the RCSLT Vision
- Contribute to the development of the RCSLT Conference
- Attend other working groups as an ex officio member as required
- Support the Head of Research and Outcomes and other RCSLT officers to produce outline proposals for research and EBP bids and otherwise influence funders and national research organisations as required
- Produce reports for the Board on matters relating to research and development

Commitments

The Research and Development Trustee is expected to make the following commitments:

- Attend meetings of the Board, four times per year, either in person or virtually as agreed with the Chair, the AGM and other meetings as required.
- Attendance at the RCSLT conference and other key events
- Attend meetings with stakeholders as appropriate
- Be available for catch up conversations and urgent decisions where required
- Attend Board development opportunities as appropriate
- Support the Director of Professional Development and the Head of Research and Outcomes professionally as required
- Liaise with other Trustees as appropriate

The time commitment as Research and Development Trustee is estimated to require approximately 13 days per year.

Approved by the Board May 2022