



Just Good Friends Club

Crossroads Business Park, 10 Creswell Road,
Clowne, Chesterfield S43 4PU

Job description

Trustee Position at Just Good Friends Club - (Based in Clowne)

Overview:

JGFC is a non-profit organisation dedicated to supporting adults with learning disabilities. We are currently seeking a dedicated Trustee to join our team.

As a Trustee, you will play a crucial role in overseeing the organisation's operations, ensuring compliance with regulations, and contributing to strategic decision-making processes.

Whilst offering respite for those living with adults with learning disabilities, we offer our members the freedom to explore new activities independent of their parents and carers. Our loyal volunteers support our members and staff whilst also having a great time socialising and integrating throughout our hubs and clubs.

Our Vision: To provide a safe environment to our members, offering them a voice and a choice whilst increasing opportunities to socialise and build friendships within a club which is affordable to all.

Our Promise: We promise to be open, transparent and approachable within our whole network of internal and external contacts.

We promise to offer our members the best of us as individuals and as a team.

We need someone who has any of the following skills and would like to join our team

- General business management?
- Financial and legal expertise?
- IT knowledge?
- Human resources experience?
- PR & media skills?
- Knowledge of Adults with learning disabilities

A Trustees serves on the governing body of a charity and is responsible for directing the management and administration of it. We would ask you commit to a minimum of 5 hours a month helping to make the charity effective.

As a trustee you have the chance to support and shape the work and strategic direction of the organisation, you can make a significant difference to the Just Good Friends Club.

As a trustee, you are part of a team and will have the opportunity to apply your unique skills and experience while learning from others. Working closely with a passionate team of people who have different perspectives is often challenging but very rewarding.

To be a Trustee you:

- Must be 18 or over.
- Must not have been convicted of a serious crime.
- Must not have been declared bankrupt.
- Must not have been disqualified as a Company Director.
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Application Deadline: ASAP

Job Types: Part-time, Volunteer

Responsibilities:

- Manage and maintain relationships with stakeholders, donors, and partners to support fundraising efforts.
- Collaborate with the board of directors to develop and implement fundraising strategies that align with the organisation's goals.
- Engage in public relations activities to promote the organisation's mission and increase visibility in the community.
- Monitor market trends and industry best practices to identify opportunities for growth and improvement.
- Provide exceptional customer service to donors, volunteers, and other stakeholders to foster positive relationships.

Qualifications:

- Previous experience in relationship management, fundraising, or public relations is preferred.
- Excellent software skills for data analysis and reporting purposes.
- Demonstrated commitment to customer service excellence.

If you are passionate about making a difference in the community, possess excellent communication skills, and have a proactive attitude towards fundraising and relationship management, we invite you to apply for the Trustee position at Just Good Friends Club.

For more information, please contact Trish - trish@jgfc.org.uk 07599076866

or Sare - sare@jgfc.org.uk 07599076868

Alternatively, please contact the office on 01246 913267