



## **Job Description for Chagos Conservation Trust Chair**

The Chagos Conservation Trust (CCT) is a UK charity that conducts and promotes conservation work and scientific and historical research in the Chagos Archipelago, a UK Overseas Territory. We are largely voluntary with the board of trustees made up from a diverse group of scientists, conservationists, campaigners and finance specialists with one thing in common: working to protect the Chagos Archipelago.

The Chagos Archipelago is made up of a collection of 55 islands and coral reefs surrounded by open sea. On 1st April 2010 the Chagos Archipelago was designated by the British government as a fully no-take marine protected area.

The Chair of the Board is an important, voluntary, officer role that ensures CCT is running efficiently and effectively. The Chair is responsible for:

- leading the board of trustees and the organisation to work as a team to enable it to fulfil its purpose
- acting as a spokesperson and figurehead as appropriate
- leading on fundraising for CCT's flagship programme, Healthy Islands, Healthy Reefs
- managing and supporting the director and maintaining an effective working relationship between staff, trustees and all other stakeholders

### **Desired criteria**

- Have the vision, passion and motivation to help the Trust thrive
- Have the time (approx. 2 days/month) and skills to complement the current board of trustees
- Able and willing to lead the drive to raise funding for the Healthy Islands, Healthy Reefs programme, make introductions or participate in events that generate revenue
- Contribute to the strategic direction of the organisation
- Where appropriate, represent CCT at meetings with potential funders, government representatives and representatives of other scientific organisations
- Plan and prepare the committee meetings and the AGM with others as appropriate
- Contribute to administration tasks such as the development of the annual report and communications
- Manage the CCT Director (or ensure adequate support and supervision is undertaken by other trustees)

### **Qualities**

- An understanding of and interest in conservation issues
- A willingness to lead the organisation
- Possesses tact, diplomacy and powers of persuasion
- Possesses relevant knowledge and contacts
- Has the relevant skills and experience to manage a team and run a meeting well

Application deadline: Please send an CV and cover letter outlining how you best fit the criteria by 1/4/2020

Start date: April 2020

Location: Work from home, UK. Attend quarterly board meetings in London.

Further information: Helen Pitman, Director, Chagos Conservation Trust, [helen.pitman@chagos-trust.org](mailto:helen.pitman@chagos-trust.org)