# British Pig Association (BPA)
# Board Pedigree Breeder Director/Trustee
# Role Description

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| Role Title: Pedigree Breeder Director | Trustee Role: YES |
| Role Description e.g. Director and TRUSTEE | Principle Strategy: BPA |
| Location: Home working. With Teams/Zoom meetings | Occasional Travel as required |
| | Part Time Optional (Yes/Job Share/No): Board Members to commit a minimum of 10 days per annum |

Non-Executive Director Role Description and Key Accountabilities: BPA's Board of Trustees has ultimate responsibility for the Association's business strategy and financial soundness in accordance with the relevant Charities Act. It is further responsible for making key leadership and personnel decisions, maintaining oversight of governance structures and processes together with the BPA's risk management, compliance and conduct of business obligations. Each member of the board will actively engage in the major activities of the BPA and remain conversant with material changes in its business and/or the external environment. They will act in a manner consistent with protecting the long-term interests of the BPA as a soundly managed Charity.

The Board both collectively and individually will:

- establish and monitor the BPA's business objectives and strategy;
- exercise care, skill and diligence
- establish the BPA's corporate culture and values;
- oversee implementation of the relevant Corporate and Charity Governance framework;
- establish an appropriate committee structure to deliver the BPA's objectives
- establish and review at least annually delegated authority to the relevant committee to enable the Committee to operate effectively
- approve, oversee the implementation of and monitor on a regular basis, the BPA's financial budgets, compliance policies and its internal control systems as well as its Fundraising strategy
- approve the selection and oversee the performance of the Executive CEO;
- oversee the design and operation of the BPAs compensation system, monitor and review this annually.
- participate in the annual review of Trustee, Attendance, Contribution and general suitability
- ensure familiarity with relevant external and internal rules of a UK registered Charity
- monitor financial performance on an at least quarterly basis

At all times and in undertaking their responsibilities, the board will take into account the legitimate interests of all its members, and other relevant stakeholders. It will also ensure that the BPA maintains an open and effective relationship with its regulators

Corporate culture and values

Each member of the board will be responsible for establishing the "tone at the top" and for:

- setting, adhering to and role modelling corporate values
- ensuring that there is an expectation that all of the Charity 's activities must be conducted in a legal and ethical manner;
- promoting risk awareness and the avoidance of excessive risk taking
- communicating the values, behaviours and standards throughout the Association
- ensuring that Board members, employees, including senior management as well as members of BPA are aware that appropriate disciplinary or other actions will follow unacceptable behaviour and transgressions in line with BPA policy and its codes of conduct.

Financial and other Risk appetite, management and control

The board is responsible for overseeing a robust financial and other risk governance framework. in line with the expectations of the Charity Commission.

The board should ensure that sound financial and other risk management and internal control systems are maintained., this includes its fundraising strategy

The board should take an active role in developing and reviewing on a regular basis, the BPA's strategic and financial plans to ensure the ongoing viability of the Charity in line with Regulatory requirements.

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Oversight

The board will select and appoint a CEO who will have executive responsibility for the day to day running of the BPA. The Board will provide oversight of the CEO and hold the CEO accountable for their actions. This includes adhering to the BPA's values, financial and other risk culture. The Board will establish an appropriate Committee Structure with delegated authority, which will be monitored in accordance with the Terms of reference established for the relevant Committee as well as adherence to the delegated mandate. In doing so, the board should:

- monitor that CEO actions are consistent with the strategy and policies approved by the board, including the risk appetite;
- ensure decisions made under delegation meet all regulatory requirements;
- make constructive challenge of CEO and /or Committee decision making to ensure decisions are being made with full consideration;
- question and critically review explanations and information provided by CEO and/or Committees;
- ensure that appropriate succession plans are in place for CEO and Board memebers

Skills, diversity and expertise

Board members must possess a balance of relevant skills and experience commensurate with the nature, size, complexity and risk profile of the BPA as a Registered Charity

- Board members should have a range of knowledge and experience in relevant areas and have varied backgrounds to promote diversity of views.
- The board collectively should have a solid understanding of local, regional and, if appropriate, global economic and market forces relevant to conservation and sustainable pork production and of the legal and regulatory environment relevant to the BPA's objectives under The Charities Act.

Individual Characteristics

Specific experience in Pedigree Pig Breeding and Conservation

Trustees should possess the knowledge, skills, experience and independence of mind given their responsibilities on the board

Board members must lead by example.

Conflicts of interest

Board members have a duty to avoid to the extent possible activities that could create conflicts of interest or the appearance of conflicts of interest. They must promptly disclose any matter that may result, or has already resulted, in a conflict of interest and must abstain from voting on any matter where they have a conflict of interest.

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Key Performance Indicators:

Board members are expected to bring to the attention of fellow board members feedback or insight they may obtained externally that may be of importance to the BPA

| Essential Capabilities/Experience: | Desired Capabilities/Experience: |
| --- | --- |
| • Demonstrable knowledge and experience of operating at board Trustee level or equivalent<br>• Knowledge and understanding of corporate and Charity governance<br>• Experience of Pedigree Pig Breeding<br>• Excellent Communication Skills | • Experience of working within a livestock/animal charity<br>• Experience of working with Animal/Livestock Conservation |

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