

# Position Specification

Nuffield Foundation  
Trustee

## Introduction

This specification should be read in conjunction with The Nuffield Foundation's website: <https://www.nuffieldfoundation.org/>

The Board of Trustees of the Nuffield Foundation seeks to appoint a new Trustee. This individual will be committed to the mission of the Foundation. They will bring an understanding of how research funded by the Foundation can influence policy making and practice, with an academic authority and wider public impact to improve the lives and life chances of those the Foundation serves.

## The Nuffield Foundation

The Nuffield Foundation is an independent charitable trust with a mission to advance educational opportunity and social well-being in the UK. It was established in 1943 by William Morris, Lord Nuffield, the founder of Morris Motors.

The Nuffield Foundation improves understanding of the issues affecting people's chances in life and identifies ways to address disadvantage and inequality in our digitally driven society. It funds research that informs social policy and has an impact on people's lives. The Foundation is an open, collaborative, and engaged funder that offers more than money. It works with its grant-holders to engage researchers, policy makers and practitioners with their work. Through connecting the individual projects it funds, the Foundation strengthens their collective impact. The Foundation's research focusses on the broad domains of Education, Welfare and Justice, although much of its work cuts across them.

In addition to funding research in universities, research institutes, think tanks and charities, the Nuffield Foundation has established three independent bodies to examine areas central to its research agenda in more depth.

- It is the founder and co-funder of the Nuffield Council on Bioethics, an independent body that informs policy and public debate about the ethical questions raised by biological and medical research.
- In partnership with others, the Foundation has established the Ada Lovelace Institute, an independent research and deliberative body with a mission to ensure data and AI work for people and society.
- As the largest funder of family justice research in the UK, the Foundation has established the Nuffield Family Justice Observatory for England and Wales (Nuffield FJO), which is using research to support better outcomes for children.

The Nuffield Foundation also funds student programmes and initiatives that provide opportunities for young people to develop skills and confidence in science and research.

The Nuffield Foundation's work is wide-ranging but is underpinned by a common set of principles: freedom and independence, commitment to quality, connecting perspectives, building trust in evidence, and enabling opportunity.

The Foundation's 2017-2022 strategy is available here:

[https://www.nuffieldfoundation.org/wp-content/uploads/2019/12/Nuffield\\_Foundation\\_Strategy\\_2017\\_2022v\\_FINAL.pdf](https://www.nuffieldfoundation.org/wp-content/uploads/2019/12/Nuffield_Foundation_Strategy_2017_2022v_FINAL.pdf)

The Foundation's 2020 Annual Report and Financial Statements is available here:

[Nuffield-Foundation-Annual-Report-2020.pdf \(nuffieldfoundation.org\)](#)

**Governance**

The Foundation has eight Trustees who act jointly as a corporate body created under the powers now in the Charities Act 2011. Trustees are appointed by other Trustees for a standard tenure of up to two five-year terms. The Board of Trustees meets five times a year and retains overall responsibility for all activities of the Foundation. All strategic and policy decisions are taken by Trustees collectively, advised by a number of committees.

**The Role**

The Trustee will be required to work with fellow Trustees to provide governance and strategic oversight, ensuring the organisation is well placed, and has the financial stability to deliver on its mission, objectives, and ambition. Trustees approve decisions on major grants and awards. The Trustee will use their specific skills, knowledge, and experience to support aspects of the overall leadership and strategic development of the organisation. This may involve sitting on sub-committees, leading discussions on key issues, providing advice and guidance on key aspects of the grant portfolio or other initiatives where the Trustee has expertise.

**Key accountabilities include:**

- Support and maintain the mission and values of the Foundation.
- Provide strategic direction and oversight.
- Approve or monitor high level policy, define goals and targets and review performance against these.
- Oversee the grants and programmes strategy, awards, and governance.
- Review and advise on key grants and grant applications.
- Protect and manage the assets of the Foundation and ensure their effective investment.
- Maintain appropriate fiscal oversight, monitor spend and ensure the Foundation has appropriate resources to meet its charitable objects.
- Ensure the organisation fulfils its legal and compliance obligations.
- Serve as an ambassador for the organisation and use expertise and networks to enhance the Foundation's work, reputation, and reach.
- Select, support, and guide the Chief Executive and monitor their performance.
- Maintain effective Board communication and performance.
- Maintain oversight of specific incubation and joint funded projects as agreed from time to time.

## Candidate profile

We are currently seeking to recruit a new Trustee to succeed a current member who is nearing completion of their term of office.

Successful candidates are likely to have acquired the appropriate experience from a wide range of organisations and sectors, including private and public sectors. Previous Trustee experience is highly desirable, and although experience within the charity or academic sector is not essential, an understanding of, and commitment to, social welfare, justice and equity will be needed.

Candidates should be able to demonstrate the following:

### Mission and objectives

- Commitment to, and understanding of, the mission and objectives of the Foundation.
- A broad understanding of social policy and social welfare, including as they relate to the world of commerce or industry.
- Knowledge and understanding of the responsibilities of a Trustee, including conflict of interest, an in-depth knowledge of the principles of good corporate governance, ethical regulation, and the legislative framework for the operation of charities.

### Specific skills and experience

- Knowledge of the relationship between the research and policy worlds, informed by experience in the private sector. An understanding of how the research Nuffield funds can influence policy making and practice and improve the lives and life chances of those the Foundation serves, particularly those from disadvantaged or vulnerable backgrounds.
- An intellectual interest in, or knowledge of, the key areas the Foundation funds (broadly Education, Justice, and Welfare) and the potential links between them.
- An understanding of how complex data can contribute to policy change and in turn maximise our impact.
- Experience of operating at a strategic level in a lead role (CEO, Director or Board level).
- High level financial acumen/familiarity with fiduciary accountability and regulations.

### Personal skills

- Collegiate and collaborative style: a willingness to engage in constructive discussion and observe 'cabinet responsibility' for collectively agreed positions.
- Strategic capacity: a grasp of the big picture and an enquiring mind, along with the ability to comment on and assess the full range of issues faced by the Board, including some operational oversight.
- Creative flair: the ability to help the Board consider problems from fresh perspectives.
- Hands-on engagement: a willingness and ability to actively 'lean into' discussions on programmes of work, investing time and energy to guide and support the endeavour, whilst recognising executive/non-executive boundaries.
- Clear-thinking and open minded: combined with strong communication and good listening skills. An avoidance of dogmatic positions and capacity to alter opinion in the light of new facts and through discussion.
- Impact: driven by a desire to influence public policy to effect societal change.

## Particulars

**Role:** Board Trustee

**Committees:** Investment, Finance, Audit & Risk, Staff & Remuneration, Nomination & Governance

**Location:** Central London/remote working

**Remuneration:** Pro-bono

**Time commitment:** Approx. 18 days per annum\*

**Term of appointment:** Two five-year terms

**Honorarium:** £11,000 per annum

*\*The full Trustee Board meets around five times each year. Meetings normally start around 9.30 and finish around 14:00 (with lunch included). They are usually held on Fridays. In addition, when possible, there may be some working dinners (up to three times per year, usually immediately before full Trustee meetings), and Trustees will normally also attend at least one other sub-committee which may meet twice annually and provide advice to the executive grants and programmes team on grant applications and assessments.*

*The overall time commitment is estimated at up to c18 days per year.*

The Nuffield Foundation funds a diverse range of projects. We are an employer that values diversity and supports inclusion. We are trying to increase the diversity of those who work with us and welcome applications from all sections of the community.

## The Selection and Recruitment Process

Russell Reynolds Associates (RRA) has been appointed to support this recruitment. Shortlisting of candidates will involve the assessment of information provided in the application documentation.

## Application Instructions

**The closing date for applications is 23:59 on Monday 27<sup>th</sup> September.**

To apply, please send a full CV together with a supporting statement, briefly highlighting your experience and skills against the requirements of the role, and a [completed diversity monitoring form](#) to [responses@russellreynolds.com](mailto:responses@russellreynolds.com). Please quote the role title and assignment code **2108-089L** in the subject heading of the email. All applications will be acknowledged.

## Indicative Timetable

<b>Closing date for applications</b>	23:59 on 27 <sup>th</sup> September
<i>Longlist Meeting – Appointment Panel</i>	<i>w/c 4<sup>th</sup> October</i>
<b>Preliminary interviews with RRA</b>	Weeks of 18 <sup>th</sup> , 25 <sup>th</sup> October, 1 <sup>st</sup> November
<i>Shortlist Meeting – Appointment Panel</i>	<i>w/c 8<sup>th</sup> November</i>
<b>Nuffield Foundation panel interviews</b>	<i>w/c 22<sup>nd</sup> November</i>
<b>Successful candidate commences in post</b>	TBC, 2022