



The Mission to Seafarers

Appointment Brief

**Human Resources Trustee and
Member of Remuneration
Committee**

September 2024



Welcome

Thank you for your interest in serving as a Trustee of The Mission to Seafarers. I and my fellow Trustees look forward to welcoming you to join us in the important work of providing strategic direction and oversight to our teams touching the lives of seafarers and their families across the world every day. We are here for the world's 1.89 million seafarers in an ever-changing environment, contributing to a world in which every seafarer and their family, irrespective of faith or cultural background, will enjoy a high quality of well-being and the maximum opportunity to thrive and find fulfilment.

This is an exciting time in the life of the charity. If you are a qualified and experienced professional with human resource experience willing to join our Remuneration Committee and provide advice and guidance to the Board as we make decisions on human resource matters and remuneration, we want to hear from you. We are an engaged Board that works collegiately to ensure that the charity is well governed and stays true to its charitable objects. The Mission to Seafarers is unconditionally committed to the support of all seafarers and their families without discrimination, and we aim to have a diverse board of trustees that reflects those we support. We look forward to hearing from you.

A handwritten signature in black ink, appearing to read 'TS Boardley'.

Thomas Boardley
Chairman, Board of Trustees

The Charity

Ships and seafarers touch our lives like no other group of individuals and are largely invisible from us as they ply the oceans every day to bring us 90% of our daily necessities. To bring us our supplies seafarers navigate treacherous weather conditions and are separated from their homes and families for long periods. They often experience isolation, impacting their mental health. They can be abandoned by irresponsible ship owners, and they can be jailed through no fault of their own.

The Mission to Seafarers has been helping bring practical, emotional, and spiritual support to seafarers and their families since 1856. We are well established and well-known throughout the maritime world. Across our nine regions, our network of 200 port operations in 50 countries provides emergency assistance and the hand of friendship to those who find themselves lonely and isolated in a foreign port.

The Mission to Seafarers is a Christian charity closely linked with the Church of England and the wider Anglican Communion. While this is central to its purposes, it also enjoys a wide diversity of trustees, staff, volunteers and supporters, prides itself on the breadth of its partnerships, is deeply committed to the service of those of all faiths and none and expresses its “mission” in strongly holistic and practical ways.

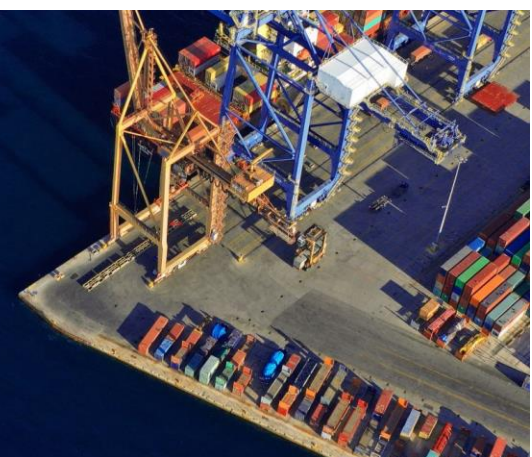
The Board

The Charity is led by a high calibre Board of Trustees who are prominent leaders with wide experience of the shipping industry, leading members of the clergy or industry leaders with relevant experience. The Board is led by the Chairman, Thomas Boardley, who has over 30 years’ experience in the maritime sector, including several years as Marine Director at Lloyd’s Register.

The Trustees provide appropriate oversight, strategic direction, expertise, support and contacts for the Mission’s work and hold meetings a minimum of four times a year (usually January, April, July and October). The Board also has the following sub-committees which usually meet once or twice a year: Audit and Risk, Governance and Nominations, Grants and Programme, Investment, and Remuneration. Trustees are usually required to sit on a minimum of one committee and some Trustees serve as the lead Trustee for one of our nine regions, and act as a sounding board for the regional director. The position of Trustee is voluntary but reasonable expenses will be reimbursed by The Mission.

Our Values

- Pioneering
- United
- Inclusive
- Collaborative
- Accountable
- Caring



The Role

Each Trustee term lasts for three years and Trustees may be appointed to the Board for up to three consecutive three-year terms making nine consecutive years. Board meetings are normally held in London with a hybrid (online) option available for each meeting when Trustees are unable to attend in person. Meetings normally last about three hours and Trustees are expected to devote sufficient time to prepare for meetings and attend. The Remuneration Committee normally meets once a year with occasional ad hoc meetings as required.

Whilst the Charity has a large global footprint, most of its global work is carried out through locally employed personnel in the various regions, some of which are grant funded by the UK entity. The remit of the Remuneration Committee is therefore primarily ordained and lay staff in the United Kingdom with opportunity to contribute expertise in broader Board discussions including those relating to Human Resources Management globally.



Trustee Role Description

- Working with other Trustees to ensure that the Mission pursues its charitable object, as defined in its governing document, by developing and agreeing a long-term strategy.

- Ensuring that the charity complies with its governing document, charity law, company law, any other relevant legislation or regulations and principles of good governance.
- Placing the Mission's beneficiaries at the forefront of all debates about strategic direction, budget-setting, planning and other relevant functions.
- Ensuring the effective and efficient administration of the charity and that appropriate policies and procedures are in place for good governance.
- Ensuring the financial stability of the charity and that the organisation applies its resources exclusively in pursuance of its charitable object.
- Ensuring that the Mission defines its goals and evaluates performance against agreed targets.
- Safeguarding the reputation and values of the charity and leading by example.
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds.
- Participating in any board induction, training and evaluation identified as an individual trustee and as part of the board or committee.

In addition to the above statutory duties, each trustee is expected to use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Member of Remuneration Committee Role description

In addition to those duties and responsibilities performed by all trustees, this role involves being a member of the Remuneration Committee. Responsibilities include:

- Alongside other members of the Committee, contributing skills, experience and opinions in order to ensure adequate scrutiny of the Charity's remuneration policy.
- Advising the Committee and the Board on the charity's HR practices and remuneration strategy.
- Acting as a sounding board for the Chief Operating Officer on HR matters as required.
- Acting as Deputy Lead Safeguarding Trustee. Experience of safeguarding practice is not essential to fulfil this role.
- Representing the Mission at occasional events, meetings or functions as appropriate.

Person Specification

- Commitment to the charity's purpose, values, and Christian ethos.
- Qualified human resources professional with demonstrable commercial awareness and knowledge of compensation and benefits.
- Ability to work effectively and collegially as a member of the Board.
- Sound, independent judgement and a willingness to speak their mind.
- Understanding and acceptance of the legal duties and responsibilities of trusteeship and a willingness to adhere to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.