

TRUSTEE AND DIRECTOR AT ESB INTERNATIONAL

English Speaking Board (International) Ltd. is seeking nominations for a **Trustee and Director** to complete our **Trustee team**.

English Speaking Board (International) Ltd. is an awarding body regulated by Ofqual and the other UK jurisdictional qualification regulators. In the financial year 2018-2019 we assessed approximately 70,000 learners across 13 countries, with 45% of our learners being in the UK. Over 95% of our work uses an external assessment model and therefore we create, assess, administer and certificate from a suite of 80 qualifications.

Please visit our website: <https://esbuk.org/web/> for more detail about our activities.

Central to the activities of English Speaking Board (International) Ltd. is our purpose:

English Speaking Board (International) Ltd. wants all learners to possess the oracy and English language skills they need to achieve their aspirations. We want to stretch the most able and support the least confident and realise the potential of all by closing the disadvantage gap.

To do this we:

Listen to our clients, understand their motivations and needs

Employ talented people who want to achieve for our clients

Support and validate the impact of our teachers and

Financially support assessment at centres that are part of closing the disadvantage gap

Eligibility information:

Trustees will need to complete an automatic disqualification declaration. Should any reasons for disqualification apply they need to seek a waiver from the Charity Commission prior to taking up a position as a Trustee.

Selection criteria:

- **Personal alignment** with the purpose and willingness to act in the interests of the charity only
- Support the charitable purpose which is **the advancement of education**, ensuring our activities provide public benefit.
- Experience with **governance activities** (finance, risk, compliance and audit).
- A commitment to give **advice and guidance** to review and shape the ongoing strategy of the organisation, its risk, financial and audit activities.
- Remain **up to date on advice and guidance from the Charity Commission** by reading advice out of meeting time.
- **Attend 4 Trustee meetings per year** (held on Saturdays in London) plus the preparation time and ad hoc email dialogue throughout the year.
- **Occasionally attend major meetings**, high profile conferences.

Technical Information:

ESB is a Company limited by guarantee and not having a share capital. The Company has charitable status. [Memorandum and Articles of Association](#)

The number of members with which the Company proposes to be registered is 50 but the Board of Trustees may from time to time register an increase of members. The subscribers to the Memorandum of Association and such other persons qualified as hereinafter provided as the Board of Trustees shall admit to membership shall be members of the Company.

There are four categories of members namely: -

- (a) Ordinary Members
- (b) Life Members (Closed)
- (c) Friend members
- (d) Honorary Members

Trustee duties:

- a) To act in accordance with law, the governing documents and the objects
- b) To act in the interests of the charity only
- c) To act with integrity
- d) To manage the charity's resources properly
- e) To use reasonable skills and care working as a trustee, applying what knowledge and experience s/he has
- f) To avoid conflicts of interest

Directors' duties:

- a) To act within powers
- b) To promote the success of the company in achieving its objects
- c) To exercise independent judgment
- d) To exercise reasonable care, skill and diligence
- e) To avoid conflicts of interest
- f) Not to accept benefits from third parties
- g) To declare interests in proposed transactions or arrangements.

Our Trustees/Directors are not remunerated.

The term of the Trusteeship is for three years with an extension of a further three year term to enable continuity. The term for the Trustee will commence with our meeting on the 18th July 2020.

The operational functions of English Speaking Board (International) Ltd are delegated to the CEO who manages the activities of 28 Head Office staff and approximately 100 contracted markers and assessors.

We highly encourage all applicants to contact our CEO tina.renshaw@esbuk.org if you would like to hear more about being a Trustee and Director.