



Greenwich Giving Board Member: Candidate Pack

Help shape the future of giving in Greenwich

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Deadline for applications: Friday 25th July

About Greenwich Giving

[Greenwich Giving](#) is the new local giving scheme for the borough, launched in December 2024. Our mission is to inspire people who live and work in Greenwich to give – whether that’s expertise, time or money – to help shape their local spaces and to support Greenwich communities. Part of [a network of place-based giving schemes across London](#), we connect people across the public, private and charity sectors to work in mutually beneficial partnerships. We believe in the power of local voices and connected communities to drive systemic change, particularly for those who are currently disenfranchised or vulnerable due to poverty and exclusion.

Some of the exciting work that we’re currently involved with includes:

- Management of a micro-grants fund that helps residents start their own clubs to bring community members together, tackling loneliness and isolation
- Fundraising for a participatory grant-making project that will put Greenwich residents in charge of funding decisions and community action in their area
- Facilitation of effective pro-bono support from businesses to grassroots charities and community groups, making corporate volunteering impactful
- Kickstarting the renovation of “micro-spaces” in Greenwich, bringing residents and businesses together to co-design public spaces in their neighbourhood



Greenwich Giving is currently incubated by METRO Charity and supported by the Royal Borough of Greenwich but runs independently from both. So far, we have been grateful to receive strategic support and guidance from a steering group made up of representatives from the voluntary, public, and private sectors. Now, we are recruiting a Board to help further our mission and navigate the transition (over the next 18 months) to Greenwich Giving becoming a registered and independent charity. As well as general board members, we are also recruiting for the specific roles of **Chair** and **Treasurer**.

This is an exciting opportunity to play a key role in a new and ambitious organisation, drive place-based change for Greenwich, and support community action and social justice across the borough.



Judo session for children with Autism, run by METRO Judo Club, a community sports group who Greenwich Giving connected with pro-bono support



Role Overview & Responsibilities

Scope of the Board

Greenwich Giving is currently an incubated project and derives its charitable status from its position within METRO Charity. At the start of their term, board members will therefore not be legal charity trustees. However, the intention is for Greenwich Giving to move towards becoming an independent organisation that is registered with the Charity Commission (by December 2026). We would like Board members recruited in this round to be committed to becoming our first full trustees and support us through the charity registration process.

Key responsibilities of all Board Members

- Attend a quarterly Board meeting of around 90 minutes
- Prepare for that meeting by reviewing a (brief) set of papers in advance
- Provide the Head of Greenwich Giving with feedback on strategic decisions
- Promote the scheme through their networks, whether that is businesses, communities, charities or individuals in the borough
- Commit to contributing any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions.
- When Greenwich Giving becomes a registered charity, being aware of and upholding the legal responsibilities of a trustee ([please see here for further details](#))

Time Commitment: it is anticipated that the above duties will require the commitment of approximately 2 hours/month from each Board member.

For the Chair role specifically:

- Meet at least quarterly with the Head of Greenwich Giving to discuss the development of the charity and the Board (separate to full Board meetings)
- Chair the Board meeting, ensuring Board members are engaged and up to date with the progress of the charity
- Monitor and appraise the progress of the Head of Greenwich Giving, particularly once the charity becomes an independent organisation

Time Commitment: it is anticipated that the above duties will require the commitment of an additional 1-2 hours/month from the Chair.



For the Treasurer role specifically:

- Maintain an overview of Greenwich Giving's financial affairs by meeting at least quarterly with the Head of Greenwich Giving
- Advising on the financial stability and viability of Greenwich Giving
- Once registered with the Charity Commission, work with the Head of Greenwich Giving to prepare charity accounts for independent examination
- Ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.

Time Commitment: it is anticipated that the above duties will require the commitment of an additional 1-2 hours/month from the Treasurer.

Person Specification

Greenwich Giving is looking for Board members who can bring a range of skills and experiences, and would be especially interested in those who can bring:

- A commitment to the principles of place-based giving, particularly the desire to champion diverse community voices and share power with Greenwich residents
- Insight into needs of different communities/neighbourhoods across the borough
- Knowledge around business networks or community assets in Greenwich
- Experience with projects that involve fundraising, volunteering, or giving-in-kind
- Knowledge of HR and operational processes, particularly from a charity environment
- Experience in start-up or innovation environments

For the Chair role specifically

- Previous experience in a trustee position or as a senior leader in the charitable sector
- Experience of chairing meetings and events

For the Treasurer role specifically

- Financial qualifications and experience
- Some experience or exposure to charity finance, fundraising, and charitable financial compliance

We are especially interested in hearing from individuals from Greenwich communities who have historically had less say over local funding decisions. For example, those in Greenwich who are:

- Disabled people or people with an impairment
- People from minoritised communities
- Those that have lived experience of social economic disadvantage.

In line with standard guidance from the Charity Commission, board positions are not currently remunerated, beyond reasonable expenses. However, Greenwich Giving is committed to making accessibility arrangements wherever possible to remove barriers to access or engagement for any candidates or appointed Board members – and is happy to discuss this on a case-by-case basis.



Woolwich Carnival – just one of many fantastic community events run and supported by the Voluntary and Community Sector here in Greenwich



How to Apply

All applications should be submitted to info@greenwichgiving.org.uk by **Friday 25th July.**

To apply please submit your CV and a brief Cover Letter stating the following:

- Why you are interested in becoming a Board member of Greenwich Giving
- Your relevant skills and experience (see both the Person specification above)
- Specifying whether you'd like to apply to be a general Board Member, the Chair of the Board, or the Treasurer

Interviews are planned for the first two weeks of August, but we appreciate that the summer is a busy time for annual leave, childcare, and holidays. Please let us know if you'll be unavailable during this time and we can make separate arrangements.

If you have questions about applying or about the role, please reach out to Anna Ritchie (Head of Greenwich Giving), for an informal discussion using the contact details below.

Email: anna.ritchie@metrocharity.org.uk

Phone: 07572 982070