



Role Description

Background

RDA is dedicated to improving the lives of children and adults with disabilities through interaction with horses. Horsley, Bookham and Leatherhead RDA supports 120 children, providing 1750 rides a year. In 2021 we broke ground, having the fantastic opportunity to build a purpose built indoor riding facility. Our new arena started hosting riding sessions in Spring 2022 and will be officially opened in September 2022.

Our ambition is to continue with our expansion plans and increase our rider numbers to over 180 children and young adults, addressing our longstanding waiting list of potential riders.

Join us as we embark on a new chapter in our history.

We are seeking new trustees to join our Board. We are particularly interested in those who have experience in business administration and those who may have previous experience of working in fundraising.

Purpose

Group Trustees have ultimate responsibility for the general control, administration and management of the Charity Group.

Main Tasks and Responsibilities

- Ensure all decisions made are in line with the constitution of the group
- Protect the assets of the group - It is the Trustees' role to protect the assets of the charity. In most cases this is the financial assets, but also applies to horses, buildings and so forth.
- Strategy - define the longer term plans and aspirations for the Group
- Responsible for meeting all legal and operational needs
- Attendance at regular trustee meetings and fundraising events
- Undertake routine training as appropriate, to stay abreast of compliance and charity needs

Skills Required

- Good communication, organisation, discretion and confidentiality, and an ability to communicate with all beneficiaries of the RDA group
- Excellent IT skills
- Good level of verbal and written communication
- Commitment to giving of time and skills to this charitable cause

Further information on becoming a trustee can be found on the RDA website or by following the link below;

[Trustee-Welcome-Pack-.pdf \(myrda.org.uk\)](#)

RDA encourages individuals from all sections of the community. Our volunteer network is richly diverse with many backgrounds, ages and cultures represented.

Horsley, Bookham and Leatherhead RDA is committed to safeguarding and promoting the welfare of children and young people. All RDA volunteers are subject to a DBS check and satisfactory references.