

Digital Trustee of Meade Hill Shul

Job Description

Join Meade Hill Shul

An exciting opportunity has arisen to join our Board as Digital Trustee. This is a brand new position so gives you the perfect opportunity for you to make your mark on the charity. Use your experience and digital skills to help drive and support the charity's strategic direction and on-going success, making a real difference to the future of the charity.

About Meade Hill Shul

We are a growing modern orthodox Shul (Synagogue) in North Manchester. This is a very exciting time for Meade Hill Shul as the charity is going through an unprecedented period of growth. To support this we are building a professional and dynamic board of trustees. The charity has just started a multi million pound redevelopment project and have aspirations to be a real driving force for the Jewish community in Manchester.

About this Role

We are seeking to recruit someone who is not afraid to ask tricky or challenging questions to help other trustees understand the types of digital that are right for different aspects of our work. Working closely with the Chair and the rest of the board, you will oversee all digital aspects of the charity to secure its long-term future.

We are a small charity so this will initially be a hands on role. As the charity grows the aim is to create a team to take over the hands on functions enabling the successful candidate to focus on strategic goals.

The successful candidate will serve initially for up to three years with the potential to be reappointed for up to a further two terms of three years after that. This is an unpaid role however reasonable fees and expenses will be paid.

Principal Responsibilities

Strategy

- Help the board consider digital's role across all of the charities strategy.
- Understand and challenge the scale of the charity's ambition.
- Inject IT and digital into non-digital conversations eg risk, hiring.
- Make the case for investment in skills and digital processes, from ensuring all staff have essential skills through to implementation of processes and systems.

Scrutiny

- Think about digital in the context of the charity's risk register, understanding that not changing is also a risk.
- Oversight of all digital activity in the charity and where the opportunities and risk are.
- Ensure the charity is collecting timely data to enable evidence-based strategic decisions.
- Ask questions that probe into the procurement process.

Meade Hill Shul

(Established as Beis HaMedrash Hagadol 1904)

88 Meade Hill Road, Manchester, M8 4LP

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www.meadehillshul.co.uk

Person Specification

To take up the critical role of Digital Trustee, you will need to be engaged and motivated in the work and mission of Meade Hill Shul. Commitment, engagement and reliability are essential to fulfilling your responsibility as a Trustee.

Skills & Experience

- Strong knowledge of IT processes.
- Understand social media channels.
- We are happy to consider this as a first position on a board of trustees if you can demonstrate that your skills fit the role. Previous experience of operating within a Board or similar senior environment in a charitable, public sector or commercial organisation is preferred but not essential.
- Capacity to challenge, engage and contribute to the work of the Board in a positive manner.
- Ability to build and sustain relationships with key stakeholders and colleagues to achieve organisational objectives.
- Demonstrate a consultative, collegiate, constructive and supportive style.
- Ability to represent the charity internally and externally.
- An understanding of the legal duties, responsibilities and liabilities of trustees.
- Embody the values of Meade Hill Shul, with a commitment to promoting the religious community.

Applicants should apply by submitting a cover letter (of no more than two pages) and a CV to office@meadehillshul.co.uk and include "Digital Trustee" in the email title.

For an informal talk with the Chair prior to applying, please send an email to martin@myshul.co.uk.

The deadline for applications is Wednesday 16th March with interviews to take place by mutual arrangement shortly afterwards.