



berneslai  
homes

# Being a Board Member

# Being Board Member

## Key responsibilities:

- Act in the best interests of Berneslai Homes at all times.
- Support the objectives and policies agreed by the Board.
- Uphold and promote the values of Berneslai Homes, including openness and transparency.
- Follow the Code of Conduct and maintain high standards of probity.
- Work constructively with other Board Members and Berneslai Homes staff.
- Prepare for, and attend, all meetings, training and other events.
- Present a positive image of the Company at external events and act as an ambassador for the Company.
- Avoid conflicts of interest, and should they occur, declare any relevant matters.
- Maintain accountability and confidentiality.
- Participate in reviews of Board performance (both individual and collective).



## Purpose:

The Board is responsible for determining strategy; as well as directing and evaluating Berneslai Homes' affairs. The Board member's role is to make an effective contribution to ensuring that the Board collectively achieves its purpose.

## Key characteristics:

- Communicates effectively and challenges constructively, with courtesy and respect for others.
- Displays effective time management.
- Has good interpersonal and listening skills.
- Accepts the principle of collective responsibility.
- Acts as a champion for diversity and challenges inappropriate behaviour.
- Develops a culture of excellence.
- Shows commitment and enthusiasm.
- Values and uses customer views.
- Good, independent judgment.
- Ability to work effectively as a member of a team.
- Impartiality, fairness and the ability to respect confidences.

**Remuneration:** £3,700

**Term of office:** 6 years subject to a 3-year review

**Time commitment:** up to 30 days each year.

**Location:** 10th Floor, Gateway Plaza, Off Sackville St, Barnsley, South Yorkshire, S70 2RD, or remotely.

# Board Members' duties

## **Attend Board and Committee Meetings:**

Meetings are a mixture of face-to-face and virtual. Board meetings are held usually five times each year on Thursdays at 4pm and Committee meetings are held usually four times each year on Thursdays at 3pm.

## **Attend associated Meetings and Events:**

Members will also attend the annual away day, training and other events throughout the year. This will include ambassadorial events with staff and customers.

## **How much time will being a board member take up?**

Each meeting will require up to one day's work, taking into account reading and preparation and around 2-3 hours for the meeting. Members will keep up to date with issues effecting Berneslai Homes. The time commitment is therefore likely to be up to 30 days per year but this can vary. There will be an additional time commitment as you work through our initial induction process.

## **What support will Members be given?**

Board Members will be fully supported through our induction process, be provided with a full development programme to become a capable board member and be provided with an ongoing development programme to stay competent and up to date with current issues.







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homes

[www.berneslaihomes.co.uk](http://www.berneslaihomes.co.uk)



Berneslai Homes Limited is a company controlled by  
Barnsley Metropolitan Borough Council. A company  
limited by guarantee, registered in England and  
Wales, number 4548803.

Registered office: 10th floor, Gateway Plaza, Off  
Sackville Street, BARNSELY, South Yorkshire S70 2RD.  
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