



## Trustees – Magic for Smiles (MFS) – Registered Charity 1182676

### **Background:**

Magic for Smiles promotes the use of magic as a tool for enhancing wellbeing through psychosocial support amongst vulnerable and often traumatized children, mostly but not exclusively refugees. We perform magic shows and provide magic tuition. Since March 2019, MFS has focused on Jordan and Turkey working with and through other organisations; we also have three years previous field experience in Lebanon. These three countries have the highest per capita refugee populations in the world. More recently due to COVID-19 we have been offering the shows and tuition online.

**Current need:** We seek 2-3 new trustees to join the Board to sustain the momentum provided by the unique niche occupied by Magic for Smiles, and to help navigate the future despite the funding and programme challenges presented by COVID-19. This involves balancing the current focus on online work with the traditional physical engagement when the time comes. In particular we seek skills in strategic planning, marketing and communications, fundraising, social media, networking and finance/accounts. Trustees need an interest in helping charities that are small but with a very unusual mandate and operating from the UK in countries with a high degree of vulnerability amongst children. This alongside a fundraising drive in the UK, including through magic. Trustees work is very rewarding, and they meet virtually every month and teamwork is of course highly valued.

### **Role Description**

Provide governance, support and guidance to Magic for Smiles - with operational involvement as appropriate to interest, time and skillset - and promote its success.

### **Chair:**

- Oversee efficiency of MFS strategy and operations, its programmatic profile, and ensure its legal obligations are met.

### **All trustees:**

- Support strategy development in current COVID-19 scenario and programmatic constraints in Turkey and Jordan with the possibility of online presence in Lebanon.
- Promote MFS through own academic, NGO, and other networks and social media presence to help improve the profile of magic as a tool for wellbeing offered by MFS.
- Support or direct involvement in fundraising through research, approaching donors and/or events held by the Founder.
- Provide advice and support to Founder as feasible.

### **Treasurer:**

- Draw up basic accounts on a monthly basis if skillset permits and prepare annual returns.

### **Time Commitment:**

- One year from 1 November 2020
- Two hours per week (with precise time dependent on role and progress)

## **Appendix: Statutory role of trustees**

To be a Trustee of an organisation is an exciting and fulfilling role. The most effective trustee boards are ones that include individuals from a diverse range of backgrounds, experiences and skill sets. The role of a Trustee is to ensure that the charity fulfils its duty to its beneficiaries and delivers on its vision, mission and values.

*The statutory duties of a trustee are:*

- To ensure the charity complies with its trust deed and pursues its objectives as defined within it.
- To ensure the charity applies its resources exclusively in pursuance of its charitable objectives.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the charity, setting overall policy, defining goals, setting targets and evaluating performance.
- To safeguard the good name and values of the charity.
- To ensure the effective and efficient administration of the charity.
- To ensure the financial stability of the charity.
- To protect and manage the property of the charity and ensure the proper investment of its funds.
- To appoint the Chief Executive Officer and monitor their performance.

In addition, with other trustees to hold the charity “in trust” for current and future beneficiaries by:

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for its “corporate” behaviour; ensuring that it complies with all legal and regulatory requirements.
- Acting as guardians of the charity’s assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity’s governance is of the highest possible standard.

The previous list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.