



As a member of [the Trustee Board](#), Trustees share the collective responsibility for the effective governance and development of UKRIO, setting its major policies and agreeing the strategic direction of the charity.

The Board is chaired by [Professor Sir Ian Boyd](#) and meets four times a year. Trustees are also encouraged to undertake specific duties e.g. membership of sub-committees, or other cross-cutting positions. Trustees will also be expected to represent the charity in other forums, including external roles and at public events.

All new Trustees will be supported through an induction, followed by ongoing support from the Institute's executive team and partners.

### The role of UKRIO Trustees

- UKRIO Trustees share the collective responsibility for the effective governance and development of UKRIO, setting its major policies and agreeing the strategic direction with the Chief Executive and senior staff in accordance with UKRIO's objectives.
- UKRIO Trustees are expected to enter into a positive and proactive relationship with UKRIO and its staff, as well as providing oversight and guidance for its future strategy and fulfilling the necessary statutory governance obligations.
- UKRIO Trustees are ambassadors for UKRIO and will fully embody its values.

### Term

- UKRIO Trustees will be appointed for an initial term of three years, renewable by election for a further three years, with nine years maximum in exceptional circumstances.

### Specific and statutory duties

- To exercise independent judgment.
- To exercise reasonable care, skill and diligence.
- A duty of compliance with UKRIO's objectives, its governing documents and all relevant legislation and regulation.
- A duty of care, to ensure that UKRIO is well run and efficient and that professional advice is sought in order to manage risk.
- To respect Trustee Board and individual confidentiality, to disclose matters that should be transparent and open.
- Not to accept benefits from third parties or gain materially or financially by reason of being or doing anything as a Trustee.
- To declare any competing interests.



### To support its Trustees, UKRIO will:

- Provide a high level of governance support to ensure Trustees are fully equipped to carry out their duties at Trustee Board meetings, sub-committees and other formal meetings where they represent UKRIO.
- Provide Trustees with access to the latest information about UKRIO so they are well informed to act as ambassadors.
- Equip Trustees with the necessary materials, information, resources and assistance for all activities they will undertake on behalf of UKRIO.
- Provide an induction programme.

### Salary

**These roles are unremunerated**, but reasonable expenses will be reimbursed.

### Time commitment:

Four Trustee meetings a year plus several other meetings of Board sub-committees. Trustees are also able to become involved in the wider work of the charity if they wish to, but this is not obligatory.

### Person specification

We are interested in encouraging a broad range of applicants from academia, professional bodies and the corporate sector. We intend that one of the successful new appointments will have expertise in finance and/or from the charity sector.

#### *Essential Criteria*

- A strong interest in the work of UKRIO with sufficient knowledge to make sound judgement and recommendations
- An exceptional track record of delivery within their field
- The ability to guide UKRIO in a changing and challenging environment
- Strong inter-personal skills, a collaborative team working ethos and alignment with UKRIO values

#### *Desired Criteria*

- Board-level experience
- Understanding of research requirements and challenges in both the public and private sector.
- Experience of working with colleagues from different sectors and disciplines, in particular within academia, private sector research and civil society.

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## UK Research Integrity Office Trustee Board

### Further Particulars November 2020

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**Particular consideration will be taken to the diversity composition of the Board**

#### **Application process**

If you would like an informal discussion about the role of a Board Member of UKRIO, please email [james.parry@ukrio.org](mailto:james.parry@ukrio.org) and a call with a member of the senior leadership team will be arranged.

To apply, please submit your CV and cover letter of no more than 500 words to [james.parry@ukrio.org](mailto:james.parry@ukrio.org) by **21 December 2020**.