

## Committee member role (non-trustee)

### What it involves

Being a member of one of Quartet's four sub-committees, dependant on expertise and interest - either:

- Finance & Investment – meets quarterly\*
- Governance, HR & Operations – meets twice yearly\*
- Philanthropy & Marketing – meets twice yearly\*
- Programmes – meets twice yearly\*

*\*plus electronic communications in-between*

The above committees comprise of a minimum of 3 trustees and a minimum of 3 non-trustees (members), with the Chair of Quartet taking the role of ex-officio. Each committee has clear Terms of Reference and reports into the main Board.

Working with your committee colleagues you will provide leadership and support for the department covered by the committee in delivering the organisation's goals and strategic priorities, including diversity, equality and inclusion, environmental sustainability and digital transformation.

You'll need to attend the number of committee meetings a year schedule as above.

You'll need to make sure you keep on top of issues relating to your committee, and to help in this we'll give you induction training and help you to stay up to date.

### Terms

Appointments are for three years initially with an option of one further term of three years.

This is a voluntary role, but reasonable expenses can be claimed.