

## Hazards Forum

### About us

We are a charity whose purpose is to contribute to the reduction in and mitigation of the consequences of major accidents and disasters, both man-made and natural, for the public benefit. Founded in 1989 by the four principal engineering institutions (Institution of Civil Engineers, Institution of Mechanical Engineers, Institution of Chemical Engineers, and the Institution of Engineering and Technology) our membership has expanded to other organisations in the public sector, the charity sector, and industry. We bring together engineers and other specialists to share experience and promote inter-disciplinary understanding and co-operation, and to disseminate good practice in hazard and risk management.

Our modus-operandi is principally through our Hazard Forum events, held normally four times per annum in London. We have also recently held events in other regional locations and want to build upon the success of these. These events provide our members with opportunities to hear from eminent guest speakers who are able to provide insight, suggest good practice, and identify important lessons related to hazard reduction and mitigation of consequences. The events also provide a great opportunity to network and hold informal discussions with people from a variety of disciplines and industry sectors. The outcomes from these events are recorded in newsletters which are made publicly available on our website (<https://hazardsforum.org.uk/>).

### Our Board of Trustees

The Hazards Forum is governed by a board of five trustees, comprised of the Chair and four members nominated by the founding engineering bodies. We are now seeking to improve the diversity in composition, skills and experience of the board of trustees by recruiting three additional members. As a board of trustees we are passionate about what we do and believe we do make a difference to the understanding of people concerned with managing hazards. We are committed to further improving the value of our work, increasing the breadth of our membership, and improving our governance: these are essential to the continued success of Hazards Forum.

### Our Technical Advisory Committee

The board of trustees is supported by a technical advisory committee made up of subject matter experts who provide it with advice on technical matters in furtherance of the charity's purpose. Trustees with relevant expertise may also choose to join the technical advisory committee.

## Trustee – Hazards Forum

### The role

To be a trustee is an exciting and fulfilling role. The most effective boards are ones which benefit from individuals from a diverse range of backgrounds, experiences and skill-sets. We're looking for new members to join our board of trustees to help with strategic delivery of our charitable purpose: *for the public benefit to mitigate and reduce hazards and disasters both man-made and natural*. We want to expand our membership and our offering and will be looking to our new trustees to bring fresh perspectives, ideas and skills. This is a great opportunity to use your leadership skills to help drive forward our work and build on our excellent reputation.

You will be expected to attend four board meetings per year held in London, and occasionally in other UK locations. You will also be expected to contribute to four teleconference calls per annum and you may be asked to lead or contribute to board projects. Trustees with appropriate expertise may also choose to become a member of the technical advisory committee.

The role of trustee is not accompanied by any financial rewards, although reasonable expenses for travel may be claimed.

### The person

Individuals are sought who have relevant expertise and a strong interest in this field. We encourage applications from people of all backgrounds and are particularly interested in applications from people who belong to groups which are under-represented on our board. We are keen to hear from anyone who believes they have time and skills to offer, particularly with experience in the following areas:

- **Knowledge management:** You will help us create, share, use and manage the knowledge and information from our events in the pursuance of our charitable objectives.
- **Governance:** You will help us to maintain and improve the governance of the charity through your understanding of charity law, other applicable legislation, and regulatory matters.
- **Communications and marketing:** You will help us to raise our profile with our members, potential members and other stakeholders through your expertise in internal and external communications channels, digital campaigning, and broad marketing / profile-raising experience.

Our ideal candidates will have experience of operating within a board or in management in a charitable, public sector or commercial organisation, and will be able to demonstrate experience of building and sustaining relationships with key stakeholders and colleagues to achieve

organisational objectives. We also expect a proven track record of sound judgement, effective decision making, fiduciary responsibility, and a history of impartiality, fairness and the ability to respect confidences. Candidates must be committed to promoting equality, diversity and inclusivity.

## Responsibilities

The responsibilities of a Hazards Forum trustee are to:

- Ensure the Hazards Forum operates in accordance with its constitution, charity law and any other relevant legislation;
- Ensure that the Hazards Forum pursues its charitable objects as defined in its governing document;
- Ensure that the Hazards Forum applies its resources exclusively in pursuance of its objects, i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are;
- Contribute actively to the board of trustees in providing strategic direction, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
- Safeguard the good name and values of the Hazards Forum;
- Ensure the effective and efficient administration of the Hazards Forum; and
- Protect and manage the property of the Hazards Forum and to ensure the proper investment of the charity's funds.

## How to Apply

For further information and/or to arrange an informal discussion, please contact our Chair, Dr Luise Vassie at [chair@hazardsforum.org.uk](mailto:chair@hazardsforum.org.uk). If you are interested in becoming a trustee, please send an up-to-date CV and a supporting statement outlining your motivation for applying and what you are able to contribute to the charity. We look forward to hearing from you.

Closing date for applications: Friday 8<sup>th</sup> March 2019

## Useful Links

[Hazards Forum Annual Report 2017](#)

[Hazards Forum Website](#)