

Opportunity to be a trustee serving on CIOT Council

Briefings



20 September 2023

The CIOT is seeking applications from CTAs or CTA (Fellows) to join the Institute's Council. This is a meaningful opportunity to contribute to an influential charity and to enhance your governance and leadership experience.

As an educational charity, CIOT's Council members are trustees who work as a team to ensure that the CIOT fulfils its charitable purposes.

To be effective as a Council member, you must be able to see things from a broad perspective, rather than solely your own area of the profession. You must also be skilled in building good working relationships with fellow trustees and the senior management team and be capable of challenging colleagues in a productive manner.

Diversity is important to the CIOT. Our Nominations Committee encourages CTAs with a diverse range of lived experiences, viewpoints and professional expertise to

consider this role and put themselves forward. Those with specific expertise in any of the following areas are encouraged to mention this in their application:

- external relations, public affairs, marketing or public policy;
- education (measuring, delivering and evaluating the effectiveness of education products and services);
- charity law/administration;
- information technology and cyber security;
- human resources and diversity, equality and inclusion.

The great thing about trusteeship is that it's a team effort and everyone's individual experience counts. Do not underestimate what you can distinctively bring if you care about the CIOT's charitable purposes.

In addition to their regular duties, Council members also take part in other activities, including chairing or serving on standing committees. Council is currently looking to appoint new Council members to the Education, Finance and Professional Standards committees.

There are five Council meetings per year – four of them lasting approximately three hours, and one lasting around half that. There is also an annual half-day Strategy meeting. Council members are expected to have prepared for each meeting by reading the pack circulated in advance. Council members are also expected to participate in annual training on trustee responsibilities and new members must complete an induction programme.

Council members are not remunerated for their services acting as a charity trustee. Further information is available at: www.tax.org.uk/join-the-ciot-council.

If you would like to apply then please send a covering letter, your CV, the Equality and Diversity monitoring form (optional) and confirmation of eligibility to be a Council member to Sarah Tempany at stempany@ciot.org.uk by 3 November 2023.

The application process will run until February 2024. Your application will be acknowledged within five working days; all applicants will receive a response by 21 November 2023 indicating whether your application will be progressed.

If you have any questions and would prefer to speak on the telephone before applying, then please email Roz Baxter at rbaxter@ciot.org.uk to arrange a phone conversation.