



Principal duties of the Board

1. To act individually and collectively honestly and in good faith and in the best interests of the charity, to avoid conflicts of interest and to exercise reasonable care and skill when making decisions.
2. To ensure that Amal is run for the public benefit, in accordance with its Constitution, charity law and all other relevant laws and regulations.
3. To provide strategic leadership by:
 - a) Agreeing a clearly articulated vision, objectives, values, principles and theory of change for Amal (which it will review at intervals);
 - b) Ensuring that Amal is run in accordance with its values and that its external representation reflects these values positively;
 - c) Agreeing plans for the effective and sustainable delivery of the mission and objectives including desired outputs, outcomes and impacts for projects and targets for fundraising; and
 - d) Monitoring and evaluating the effectiveness of the implementation of these plans.
4. To agree budgets for Amal's operations and activities, ensuring that assets are used only for Amal's charitable purposes.
5. To ensure that Amal keeps full and accurate accounting records and to regularly review management accounts and the sustainability of budgets, income sources and business models and their impact on achieving Amal's charitable purposes in the short, medium and longer term.
6. To review and approve the annual Trustees' report and financial statements, ensuring they are submitted within the regulatory guidelines and deadlines, and to appoint auditors.
7. To ensure that its decision-making processes are informed, rigorous and timely, that its decisions and those of its committees are recorded and kept, and that effective delegation, control and risk assessment, policies and management systems are set up, monitored and regularly reviewed.
8. To provide support and constructive challenge to senior management, making sure that there are proper arrangements for appointment, supervision, support, appraisal, remuneration and, if necessary, dismissal.
9. To ensure that there is a strategy for regular and effective communication with Amal's stakeholders about its objectives, values, work and achievements, including information that enables them to measure Amal's success in achieving its purposes.

- 10.** To assist with fundraising, set terms of reference for any Amal advisers, patrons or other individuals or groups that may support Amal's development and appoint (and remove) these individuals and groups.
- 11.** To support and work collaboratively with the Chair, other Trustees and management to establish and maintain high quality relations with key partners, donors and volunteers that enable Amal's work to be delivered, ensuring that the Chair and management are fully informed about significant meetings and discussions.
- 12.** To understand and keep up to date with Amal's operating model and the environment within which it is working and be able to explain its mission, objectives, values and public benefit clearly.
- 13.** To agree with and wish to promote Amal's objectives and values.
- 14.** To have sufficient time to carry out Board responsibilities effectively, including preparation for and attendance at Board meetings.