

Reconnect Trust Board Position Description

Job title: Trustee

Reports to: Not applicable

The purpose of Reconnect Trust Board, as a registered charity, is to:

- a) provide for the health and wellbeing of at-risk young people whose care, protection and youth justice rehabilitation needs cannot be adequately met from family/whānau support, or who require a supportive therapeutic programme;
- b) provide an environment for the purposes of rehabilitating people of all ages but more particularly children and young people back into family/whānau and society in general;
- c) assist family/whānau with housing needs through the acquisition and management of properties; and
- d) promote such other charitable purposes as the Trustees may decide.

The Trust fulfils its purpose through strategic stewardship, governance oversight, prudent resource management ownership of Reconnect Family Services Te Ope Pirita and other activities that advance the wellbeing and long-term outcomes of at-risk young people.

Key accountabilities

- As a Board member, the Trustee has a duty of care and individual legal responsibility to oversee the Trust's affairs, including legal, ethical, fiduciary and financial matters.
- The Trustee maintains current knowledge of relevant legislation, compliance expectations and sector obligations, and understands how these apply to the Trust's governance responsibilities, contractual obligations, policies, plans and priorities.
- The Trustee demonstrates this understanding through informed debate, constructive challenge and active participation in the Board's collective responsibilities.

Governance philosophy

The Board governs the Trust in a manner consistent with recognised good-governance practice. The Board's approach emphasises:

- strategic issues rather than administrative detail
- outward vision rather than inward concern
- encouraging diverse opinions and views
- collective rather than individual decision making
- a future rather than present focus
- a clear distinction between Board and Chief Executive roles
- pro-activity rather than reactivity
- open and proactive communication internally and externally
- modelling desired behaviours.

The Board also:

- ensures the organisation is well managed without managing day-to-day operations itself
- accepts collective responsibility for Board decisions and performance

- promotes a positive board culture where inquiry, independent opinion, constructive challenge and relevant insight are encouraged
- demonstrates commitment high standards of governance
- governs through clear policies that reflect the Board's values and long-term focus
- ensures no individual, officer or committee prevents the Board from fulfilling its responsibilities.

Governing responsibilities

The Trustee contributes to the Board's collective responsibilities, including:

- setting and overseeing strategic direction, determining the organisation's purpose and culture
- appointing, supporting and monitoring the performance the Chief Executive
- reviewing the annual plan and budget, including organisational goals, key result areas and performance measurement targets
- overseeing governance delegations, risk management and policy settings
- ensuring effective health and safety oversight for employees and people supported by Reconnect(clients).

The Board's wider responsibilities include:

- protect and enhance Reconnect's financial position
- undertake delegated tasks as agreed by the Board collectively, with the Board Chair supporting coordination and implementation
- ensure Reconnect has all necessary internal reporting systems and controls along with appropriate monitoring of reporting systems
- ensure that Reconnect meets contractual obligations
- ensure that stakeholder communication is of the highest standard
- participate as a member of committees as required.

Supporting documents

Reconnect Trust Deed

Reconnect Trust Board Charter

Key Trustee skills, experience, and attributes

The Board seeks a balanced mix of trustee attributes and collective capabilities that support best-practice governance. This section distinguishes between the core expectations, conduct, judgement and governance responsibilities expected of every Trustee, and the specialist capabilities the Board seeks to maintain collectively across its membership.

Core expectations for every Trustee

- Acts with integrity, sound judgement, honesty and good faith, and understands the legal, fiduciary and ethical duties of trustees.
- Demonstrates commitment to Reconnect’s purpose, values and the wellbeing of vulnerable young people, whānau and communities.
- Maintains a clear distinction between governance- and management boundary, supporting the Chief Executive while holding management to account through informed, independent oversight.
- Contributes strategic, future-focused thinking and independent judgement while working constructively as part of a collective Board.
- Applies Te Tiriti o Waitangi in governance through partnership, participation, protection, equity and support for Māori aspirations.
- Prepares for meetings, participates actively, keeps in reasonable contact between meetings and has sufficient time to fulfil the role.

Collective Board capabilities

The Board seeks to maintain an appropriate balance of the following capabilities across its membership. Individual trustees are not expected to demonstrate experience in every area. Recruitment priorities should be informed by the Board skills matrix, succession needs and Reconnect’s strategic direction.

Governance and Stewardship

- Governance experience in trusts, charities or complex organisations.
- Strategic planning and organisational leadership.
- Board succession and governance excellence.
- Monitoring organisational performance and impact.

Finance, Risk and Sustainability

- Finance, accounting and audit.
- Investment and asset management.
- Risk governance.
- Commercial acumen and long-term sustainability.

Sector and Community Knowledge

- Youth wellbeing.
- Care and protection.
- Youth justice.
- Social services and community development.
- Public sector and government relationships.

Organisational Capability

- Experience of managing high-quality shared services functions to ‘customers’ (internally to the Group and potentially externally), including Finance, HR, IT, Risk, Advocacy, Treasury and Quality.
- Digital and technology governance.
- Property and infrastructure.
- Legal and regulatory expertise.
- Philanthropy, fundraising and stakeholder engagement

Additional collective attributes across the Reconnect Group governance entities

- Diversity – Lived experience, whānau perspective, age, gender, ethnicity and tenure.
- Values aligned and purpose led – Governs in a way that reflects Reconnect’s values and charitable purpose.
- Passion – Models commitment to excellence and continuous improvement in fulfilling Reconnect’s purpose.
- Discipline – Brings focus, preparation, prioritisation and sound decision-making.
- Collaborative and inclusive style – Works constructively with other trustees and management, while maintaining clear governance boundaries.
- Learning ethic – Contributes to continuous learning and development at Board level.
- Creativity and innovation – Brings constructive problem-solving and fresh thinking to strategic challenges.
- Governance – Understands best-practice governance structures, policies and processes, including monitoring and holding management to account.
- Strategic agility – Thinks broadly across the group, assesses opportunities and risks, and constructively challenges strategic options.
- Finance and risk management – Contributes financial, audit, capital management and strategic risk capability where relevant to the Board’s collective needs.
- Digital enablement – Supports effective digital and technology governance across the organisation.
- ESG – Brings awareness of environmental, social and governance matters relevant to long-term sustainability and community impact.

Commitments

- Board meeting frequency and timing are determined by the Board. Currently, meetings are held quarterly.
- Meetings are normally held at Reconnect Family Services offices at 8 Puhinui Road, Manukau, or virtually (as determined by the Board Chair)
- Between meetings, Board business is usually conducted by email, phone, MS Teams or BoardPro. Trustees are expected to remain in reasonable contact.

Acceptance

This position description was accepted by:

This _____ day of _____ 20____

Signed: _____