



Trustee Development Course

Strengthen Your Governance Skills and Make a Lasting Impact

Being a Trustee is an incredibly rewarding role, offering the opportunity to shape the future of a charity and drive meaningful change. However, it also comes with responsibilities that can sometimes feel overwhelming—particularly when it comes to governance, compliance, and working effectively with fellow Trustees and the executive team.

At **Public Leaders Appointments**, we specialise in board and executive recruitment for charities, social enterprises, housing associations, and the public sector. We are committed to equipping both new and experienced Trustees with the knowledge, skills, and confidence needed to contribute effectively to their Boards.

Who Is This Course For?

Whether you're stepping into your first Trustee role and want to fully understand your responsibilities, or you're an experienced Trustee looking to refresh your knowledge and sharpen your skills, this course is designed for you. Expect a practical, engaging, and interactive experience that will leave you confident and ready to make an impact.

What You'll Gain:

- A clear understanding of the legal and governance responsibilities of being a Trustee.
 - Insights into how to work effectively with fellow Trustees and senior executives.
 - Practical tools and strategies to navigate governance challenges with confidence.
 - Interactive case studies and real-world scenarios to deepen your learning.
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Course Content

Day 1: Governance Foundations & Key Responsibilities

- 📌 Understanding your role: legal duties, governance structures, and your charity's constitution.
- 📌 Navigating risks: liabilities, serious incidents, policies, and compliance essentials.
- 📌 *The Essential Trustee* guide: deep dive into charity purpose and conflict of interest management.

Day 2: Effective Board Membership & Leadership

- 📌 Maximising your impact as a Trustee: key skills and contributions.
 - 📌 Board dynamics: effective meetings, reports, and decision-making.
 - 📌 Working with executives: balancing oversight with strategic support.
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Meet Your Trainer

Pete Hawkins

With 27 years of experience in the charity sector, Pete is a highly respected consultant, trainer, and governance expert. His expertise spans governance reviews, strategy development, mergers, and executive coaching. Pete has worked with charities across the UK and internationally, supporting organisations from heritage conservation to social care. His training style is relaxed, engaging, and packed with practical insights.


Course Details

Dates:

8th October 2025 – 10:00 AM – 12:30 PM

15th October 2025 – 10:00 AM – 12:30 PM

 **Location:** Online (via Zoom)

 **Limited spaces available** – Book early to secure your place!


Booking Link: [Book here](#)

Only £125 + booking fee

For more details, contact **Anna Jay, Managing Director, Public Leaders**

Appointments:

 anna@publicleadersappointments.com

 07904 236 348

What Past Attendees Say

🌟 *“I gained confidence in my role and appreciated connecting with other Trustees. It was both motivating and inspiring!”*

🌟 *“The scenario-based discussions were incredibly helpful—insightful and practical.”*

🌟 *“I’d been searching for Trustee training, but cost was a barrier. This course was affordable and invaluable.”*

🌟 *“A fantastic introduction to the fundamentals of being a Trustee. I feel much more equipped for my role.”*

Join us and grow your knowledge, skills, and confidence to make a positive contribution to your Board.