



Roles and Responsibilities of the NBA Council

The Northern Baptist Association is a company limited by guarantee and a registered charity. Council members, who are all Directors and Trustees, have the privilege in sharing in the leadership of the Association and have the legal responsibility for overseeing its strategy and direction.

The Trustees have identified six values that we desire the NBA to exhibit in all that the Association undertakes. These are:

- Centred on Mission,
- Creative in Approach,
- Relational at the Core,
- Spirit-Led in Practice,
- Committed to Justice,
- Seeking Well-being

An explanation of each of these can be found on our [website here](#).

The role of a trustee is therefore two-fold. Firstly, we support the staff team (of regional ministers, facilitators and office staff) in their pursuit of these values by sharing ideas, shaping vision, reviewing decisions and monitoring progress. Secondly, we assist, release and equip staff by our oversight of the governance of the Associations in matters of finance, property, policies, risk assessment, charity law, safeguarding etc...

Every Trustee has the overall responsibility of:

- To ensure that NBA complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that NBA pursues its objects as defined in its governing document.
- To maintain proper financial control and ensure that NBA applies its resources exclusively in pursuance of its objects.
- To set and maintain vision and values.
- To develop strategy, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.

All Trustees need to:

- Be church members in good standing of a Baptist Church in membership of the BUGB and the NBA.
- Have spiritual maturity and discernment, and be able to relate to the NBA vision, values and strategy.
- Be strategic thinkers who understand the work of the Association and how it is impacted by the external environment.
- Ideally have a basic grasp of charity law and the requirements of a company and/or seek advice where necessary.
- Understand conflict of interest and the implication of such conflict.
- Be able to read and analyse relevant financial papers and have a working knowledge of accounts and finances.
- Be able to demonstrate acceptance of collective decision-making processes and the principle of collective responsibility.
- Be team players, able to work closely with others, and able to articulate their thoughts in a group setting.

- Be willing to give sufficient amount of time across the year to this role and willing to offer at least three years' service initially and be open to a possible three further years.

All Trustees are expected to represent the NBA and act on behalf of the best interests of the NBA

Roles within the NBA Council (Trustee Board)

Moderator: will be expected to work closely with the Regional Minister: Team Leader, especially in crafting agendas for council meetings alongside the Regional Team. They will chair the Council Meetings and AGM's for the Association. They act as line manager for the Regional Minister: Team Leader; ensuring that job descriptions and performance is reviewed regularly. They ensure that there are appropriate mechanisms in place to verify that the Council and AGM receives an honest and balanced picture of the life and effectiveness of the NBA.

Treasurer: will be expected to provide visionary insights under the guidance of the Holy Spirit identifying ways in which finance can be released to build the Kingdom through healthy, growing churches whilst ensuring the long-term financial viability of NBA. They ensure appropriate financial policies are in place, including financial risk, reserves, lending, investment, ethical investment, grants and expenses. Maintain an overview of the insurable risks of the Association, with a view to minimising potential risks and liabilities. They present budgets, accounts and financial reports to the Council ensuring these are reported in compliance with the appropriate financial policy frameworks as applicable to charities and charitable companies. They guide and advise the Council where financial decisions are required. They manage the relationship with NBA's auditors and ensure the audit process is appropriately managed. They provide financial reports to the Association at The Gathering/AGM and any other similar events.

Safeguarding: Ultimately all trustees are responsible for safeguarding and for the implementation of policy and procedures. The link trustee for safeguarding takes a lead in working with the Safeguarding Lead in reporting back to the Council and for raising awareness about best practice within the NBA. They are the link person for the Safeguarding Lead and the Council.

Home Mission: will be expected to promote the work of Home Mission within the NBA and work with the Mission Grants group to ensure the NBA's value of being Centred on Mission is core to the Grants that the NBA give out. They meet regularly with the staff member responsible for grants for accountability and to be a sounding board.

BMS Rep: will be expected to promote the work of BMS within the NBA and be a member of the BMS Council representing the NBA; they will be the link between council, staff team and BMS.

Ministry: will be expected to meet with the staff member responsible for ministry and formation providing a sound boarding; they will usually be part of the local Ministerial Recognition Committee and ensure that the values of the NBA are being implemented in all aspects of ministry life.

Mission: will be expected to meet with the staff member responsible for mission and pioneering providing a sound boarding; they will usually be part of the Mission Grants Committee and ensure that the values of the NBA are being implemented in all aspects of mission life.

Justice: will be expected to meet with the staff member responsible for justice providing a sounding board; they will be expected to champion God's justice across our NBA life.

Children, Youth and Families: will be expected to meet with the staff member responsible for CYF providing a sounding board; they will be an advocate for CYF in the life of the NBA, making sure that at all meetings we are seeking the best not just for ourselves but for the future generations that will make up the NBA.

Communication: will be expected to meet with the staff member responsible for communication providing a sounding board. They will work with the staff team on the communication strategy of the NBA to make sure all voices are heard across the Association.