



JUSTICE

Board Members (including Treasurer)

Voluntary | Important Purpose | Inclusive Culture

Candidate Pack

The closing date is Monday 21 September at 0900

A message from our Chair

Thank you for your interest in this role at JUSTICE. My name is Alison Saunders and I am the Chair of the JUSTICE Board. This pack sets out some helpful information about JUSTICE, what we do and how we do it. At its heart, JUSTICE is a values-led organisation and you can read more about our values below.

Over our 69-year history, we have transformed the UK's legal system for the better, led by evidence, expertise, and a focus on practical solutions. If you share our values and believe that a fair justice system strengthens democracy, builds trust and, in turn, enables all of us to thrive then we'd be delighted to hear from you.



Our People

JUSTICE has around **20 staff** who work collaboratively across policy, fundraising, communications, membership, administration and governance.

Our work is overseen by **the Board of Trustees** led by our Chair, Dame Alison Saunders DCB.

We also have a **Council**, led by our President, Baroness Helena Kennedy of the Shaws KC and Vice Presidents Dominic Grieve KC and Baroness Sarah Ludford, who support our work.

JUSTICE is assisted by a considerable amount of volunteer and pro bono support each year from a range of people who join our working parties, help with research projects and cohost events with us, all of which ensures our work has expert input and broad reach.

How We Work

Leading research:

Our research highlights key problems and proposes practical solutions, hundreds of which have been adopted.

Advising policymakers:

JUSTICE's strong reputation across Westminster and beyond is based on the quality and independence of its work.

Convening experts:

Our events, working groups, and roundtables bring together leading experts across a wide range of justice topics.

Building understanding:

Our spokespeople regularly appear in the media to set out why a fair justice system matters and how it can be achieved.



Key Details:

Role title	JUSTICE Treasurer x1 and JUSTICE Board Members x2
Salary	Unremunerated
Location	UK wide
Term limit	Three years
Start date	From November 2026 onwards

About the Roles:

JUSTICE is seeking a new Treasurer and two new Board Members. Whilst it is essential that the Treasurer has a high level of financial literacy, it would be highly desirable for the other two new board members to bring credible, senior expertise in fundraising or communications. We are particularly interested in recruiting Board members with experience from outside the legal sector.

Our Treasurer should have specific and significant financial management and/or accountancy experience and will chair our Finance, Risk and Audit Committee. They will provide oversight and challenge in relation to our annual budget, our accounts, our audit, internal controls and risk management as well as provide strategic advice and assurance to the Board and the Executive Team.

JUSTICE's Board Members are responsible for the overall governance, strategic direction and long-term sustainability of JUSTICE. Working collectively, they support the organisation in pursuing its charitable objectives, safeguarding its assets and reputation, fundraising and ensuring that it operates effectively and in compliance with all relevant laws, particularly legislation governing charities and companies.

Board Members of JUSTICE are expected to prepare for and attend four Board meetings per year, including a half day "away day", and in addition to join Board Committees as appropriate which also meet four times per year. Board Members are also encouraged to attend two Council meetings per year, including an in person half-day conference.

If this sounds like something you would be good at and enjoy, please do apply.

Person Specification:

Suitable candidates will have:

- A personal commitment to JUSTICE, belief in JUSTICE's vision, objectives, and values, and enthusiasm for its activities.
- A willingness to devote the necessary time and effort to the performance of a Board director's role and responsibilities.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of charitable trustees and company law directors.
- Sound judgment, personal credibility, and the confidence to offer constructive support and challenge.
- Demonstrable professional strategic senior leadership.
- Readiness to offer supportive, inquisitive and challenging contributions to the Board, and, as appropriate, its Committees, bringing distinctive perspectives, experience and expertise to discussions and decision-making.
- Highest standards of integrity, impartiality, objectivity, and transparency.
- A commitment to good governance, collective responsibility and acting in the best interests of the organisation.
- A collaborative and values led approach to leadership and the ability to work effectively as a member of a team and to build positive relationships with fellow Board Members, the Chief Executive, and the Senior Management Team.
- A commitment to equality, diversity, and the safeguarding of marginalised groups.

Duties of a JUSTICE Board member

The duties of a JUSTICE Board member include:

- Helping set the strategic direction of JUSTICE and providing oversight and regular constructive critical review of the strategy, performance and organisational sustainability of JUSTICE.
- Supporting sound governance, effective decision-making, and appropriate accountability.
- Supporting and constructively challenging the Chief Executive and the Senior Management Team.
- Monitoring the financial performance of JUSTICE, including ensuring that JUSTICE's resources are only used to support or carry out its objectives and that the organisation complies with any restrictions on spending funds.
- Supporting a Board culture of that is collaborative, respectful, and inclusive.
- Identifying, managing, and monitoring risk.
- Safeguarding the good name of JUSTICE and its values of inclusivity, integrity, independence, and innovation.
- Avoiding putting themselves in a position where their duty to the organisation conflicts with their personal interests and declaring to the Board any conflict of interest while carrying out the duties of a Board Member.
- Ensuring the effective and efficient administration of JUSTICE, including having appropriate policies and procedures in place.
- Supporting the fundraising activities of the organisation including through networks, introductions, and advocacy.
- Protecting and managing the assets of JUSTICE.

- Advising on the commissioning of specialist expertise to support and enhance JUSTICE's mission, including legal services, auditors, and investment managers and otherwise as required.
- Acting as an ambassador and champion for JUSTICE at events and online and, working with the Chief Executive, Senior Management Team, and Board of the organisation to enhance JUSTICE's profile and promote its achievements, including appearing on platforms to represent and champion its work.
- Helping to identify, recruit and induct new Board Members and the Chair of JUSTICE.
- Helping with the recruitment and/or induction of the Chief Executive/senior management of JUSTICE as required.
- Complying with policies and procedures relevant to the role of Board Member of JUSTICE including those relating to conflicts of interest, whistleblowing and fraud.
- Upholding and contributing to JUSTICE's approach to diversity and inclusion.

It is expected that Board members will:

- Attend JUSTICE Board meetings which are usually four per year, which includes one half day 'away day' and read papers in advance of meetings (two to three hours is usually required for this). Save for the 'away day', Board meetings are generally held from 5:30pm onwards.
- Be a member of, attend the meetings of and actively participate in such Committees of the Board as may from time to time be appropriate, again with papers to read in advance of Committee meetings. Committee Meetings are held four times per year save for the Data and Security Committee, which meets as and when required. Committee meetings can be held during the day but are often shorter than Board meetings.
- Be a strong advocate for the charity, particularly in relation to fundraising and helping to build and strengthen relationships with funders, partners, supporters, and other stakeholders.
- Attend JUSTICE events (ideally at least two per year) - these are generally in the evening and are often hybrid (i.e. online as well as in person).

- Participate in other Board level activities relating to the organisation as they arise from time to time, such as interviewing job applicants or helping with fundraising events or approaches.
- Ensure that they remain informed about the activities of JUSTICE and the wider legal and societal issues which affect its work.
- Practise the highest standards of governance, as set out in Charity Commission Guidance <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>
- Act as a mentor, where requested to do so, to JUSTICE staff members.

Application Process:

To apply, please submit your CV (maximum 2 pages) and, in a separate document, an expression of interest (no more than 2 sides of A4) via our CharityJob posting. The deadline for your application is **0900 on Monday 21 September**.

Your application will be reviewed by the JUSTICE Board Members and if shortlisted you will be invited to interview. The interview panel will consist of the Chair of the Board (Chair), and at least one other JUSTICE Board member. Interviews are likely to take place in the weeks commencing **12 and 19 October**. We will ensure that you have a minimum of a week's notice of the interview and do everything possible to find a time that is convenient for you. We are aiming to appoint our new Treasurer and Board members in time for them to join our Board away day in Manchester on Tuesday 24 November.

Importantly, JUSTICE is an equal opportunities organisation. We encourage applications from people of all backgrounds and welcome everyone who shares our values and purpose regardless of age, gender, race, region, socio-economic background, education, sexuality, identity, disability and neurodiversity. If you require any reasonable adjustments to participate in this process or have any concerns, please contact dada@justice.org.uk