



**Royal Air Force
Benevolent Fund**

Welfare & Safeguarding Trustee

For more than a century, the RAF Benevolent Fund has stood beside the RAF Family; through war and peace, hardship and change. From the first day in uniform to the final years of life, we have been a constant source of emotional, practical and financial support. Today, our work reaches serving personnel, veterans, families and the bereaved in more than 30 countries.

We are seeking a **Welfare and Safeguarding Trustee for an initial term of four years, (ideally) commencing 1 October 2026.**

You will have a relevant background with safeguarding experience (such as nursing, medical, social care, teaching or other healthcare professional, ideally at a senior level). You will understand the needs of those who are vulnerable whether its due to age, health and wellbeing or socio-economic factors and will have the skills and knowledge to advise and guide on appropriate strategies to ensure the Fund is best able to meet those needs. It is key that you are able to provide relevant specialist knowledge, support and information and to clearly articulate issues relating to safeguarding which will be invaluable to the Fund in ensuring it complies with all legal and good practice requirements in relation to safeguarding and that it has clear and up-to-date policies and procedures.

Interested?

If you have the experience we are seeking and are as passionate about the RAF Family as we are, we would love to hear from you. To apply please **send an up-to-date CV and covering email / letter outlining how your background, skills, experience meets the person specification (see final page) to Lisa Harmshaw: lisa.harmshaw@rafbf.org.uk, our Head of Governance.** If you have any questions about the role or would like to have an informal discussion prior to applying, please contact Lisa on 020 7307 3318 or via email.

We welcome applications from anyone who has the experience we are seeking, irrespective of background, community, industry or protected characteristics. If you require any reasonable adjustments as part of your application process, please let us know. We operate safer selection practices; this will involve the successful candidate being required to have a Disclosure and Barring Service check.

Applications will be considered on a rolling basis, and this position will remain open until we have found our ideal candidate. No agencies please.

Find out more about us and what we do via our website:



rafbf.org



Candidate information | Welfare & Safeguarding Trustee

Our current Welfare and Safeguarding Lead Trustee departs on 30 September 2026. The successful candidate will take over this role (ideally) from 01 October 2026, for an initial four-year term. Further appointment for a second term may be considered.

Our Board of Trustees

We are led by a Board of Trustees who are responsible for the overall governance and strategic direction of the charity. The Board meets regularly during the year to discuss, assess and review the progress against our strategy, and to provide oversight of the Executive Leadership Team. All the Trustees are unpaid volunteers, however reasonable expenses are reimbursed. The Board delegates some of its powers and responsibilities to a series of Board sub-committees. You can find out more about our Trustees [here](#).

The responsibilities of all our Trustees are to:

- act in the best interests of the Fund at all times;
- ensure that the Fund acts in accordance with its Royal Charter and Bye-Laws, charity law and any other relevant law and regulations which might apply;
- pursue the objects of the Fund, subject to the provisions of the Royal Charter and Bye-Laws, as effectively and efficiently as possible, ensuring that the Fund applies its resources exclusively in pursuance of those objects;
- oversee the effective and efficient administration of the Fund;
- ensure the financial stability of the Fund and the proper investment of its funds;
- protect and manage the property of the Fund;
- input into the identification and oversee the management of strategic risks;
- work collectively with the other Trustees, whilst bringing your own ideas, perspectives and experiences to discussions;
- work with the Board and Executive Leadership Team to agree strategic priorities and approve business plans and budgets;
- give firm strategic direction to the Fund and work with the Board to set its strategy, policy, goals and targets;
- evaluate performance against agreed goals and targets;
- declare any conflict of interest while carrying out your duties as a Trustee;
- read Board or other papers in advance of meetings, attend, participate constructively and contribute to the collective decision-making processes of the Board;
- participate in other tasks, arising from time to time, such as attending Fund events, networking and helping with fundraising;
- represent the Fund and advocate for the interests of its work through your networks; and

- keep yourself informed about the activities of the Fund and wider issues which affect its work.

Our Executive Leadership Team

Day to day responsibility is managed by our Executive Leadership Team under our Chief Executive, Air Vice-Marshal Chris Elliot, who has overall executive accountability for the management and operations of the Fund. You can find out more about our Team [here](#).

Welfare & Safeguarding Trustee | specific responsibilities

Whilst all Trustees should ensure that they are aware of their safeguarding responsibilities and take responsibility for promoting and safeguarding the welfare of adults, young people and children who might be at risk, one trustee is the “Safeguarding Lead” with the following specific responsibilities:

- advise the Board on all safeguarding matters and ensure they are up to date with prevailing and emerging legislation;
- assure themselves that the Fund complies with all legal and good practice requirements in relation to safeguarding and has clear, up-to-date and effective policies and procedures in place;
- support the Fund’s Executive Lead for Safeguarding (Director of Operations) in the performance of their duties including reporting annually to the Board, regular updates to the Board and, if appropriate, supporting the Fund’s Safeguarding Committee;
- obtain assurance from the Fund’s Executive that third party organisations who have contact with beneficiaries or potential beneficiaries are acting in the best interests of the Fund and have appropriate and verifiable safeguarding measures in place; and
- provide advice and leadership on specific safeguarding issues where the Board, as a whole, may need to be involved.

Time commitment

The typical time commitment will include attendance at and preparation for:

- a minimum of four scheduled Board meetings per year (held at our offices, 67 Portland Place, London). Meetings are usually held in March, late June / early July, October and December;
- a two-day Board awayday / strategy session in Spring/early summer each year at an external location;
- a minimum of four Board sub-committee meetings of the Welfare and Safeguarding Committee (held at our offices, 67 Portland Place, London). Meetings are usually held circa two weeks before the Board meetings;
- quarterly Safeguarding sub-committee meetings;
- a one-day Safeguarding sub-committee awayday; and
- relevant training as determined throughout the year.

If you have any questions about the role or would like to have an informal discussion prior to applying, please contact our Head of Governance, Lisa Harmshaw via lisa.harmshaw@rafbf.org.uk or 020 7307 3318.

We will provide the successful candidate with a bespoke induction programme, commensurate with the experience of the individual selected.

Person specification

You must be eligible to be a charity trustee under UK law to be considered for this role. We operate safer selection practices, and this will involve the successful candidate being required to have a Disclosure and Barring Service check.

The following essential and desirable competencies apply and will be tested at interview:

Essential: applies to all of the Fund's Trustees

1. a demonstrable commitment to the Fund's Vision, Purpose, Key Goals and Values;
2. a demonstrable commitment to equality, diversity and inclusion – dealing with people and issues honestly, fairly and with respect;
3. the ability to operate strategically, be held accountable and hold others to account – contributing positively to the Fund in a non-executive capacity;
4. the ability to analyse and interpret complex information and evidence, demonstrating impartiality, intellectual flexibility and sound judgment;
5. the ability to build supportive relationships and work as a team – welcoming and showing regard to the views and advice of others and supporting collective decision making.
6. the ability to listen, communicate and influence effectively, including articulating clear reasoning;
7. capacity and skill to understand stakeholder priorities; and
8. the ability to adapt and respond to change.

Essential: applies to this particular role

1. relevant background with safeguarding experience (i.e. nursing, medical, social care, teaching or other healthcare professional, ideally at a senior level);
2. a broad understanding of the needs of those who are vulnerable whether it's due to age, health and wellbeing or socio-economic factors;
3. knowledge of current safeguarding legislation and the ability to keep up to date with emerging issues and trends, advising the Board accordingly; and
4. the ability to provide relevant specialist knowledge, support and information and to clearly articulate issues relating to safeguarding and risk management.

Desirable:

1. an appreciation of the RAF, and of the military charity sector and the role it plays.
 2. previous experience as a charity trustee and/or company director.
 3. an understanding of corporate performance reporting and Key Performance Indicators (KPIs).
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