Applications must be submitted by 3pm on Monday 16 June, 2025.

Trustee of the United Synagogue

JOB DESCRIPTION

The United Synagogue

דע לפני מי אתה עומד

WELCOME FROM OUR OUTGOING PRESIDENT

Dear Candidate,

We're delighted you're considering standing to be a Trustee of the United Synagogue.

The United Synagogue is one of the largest charities serving the British Jewish community. We power Jewish life through our many communities and the critical infrastructure that we provide. If you are Jewish and living in Britain, you will benefit from what we do.

After serving two terms as President, I am standing down this summer. I can honestly say these have been the most fulfilling eight years of my life outside of my home.

This summer the United Synagogue will enter a new chapter in its illustrious history with the election of a new President and a number of Trustees.

We engage tens of thousands of people every year in a variety of ways. We transform lives. We're there for our members in their happiest moments and at their most difficult times. We enable thousands of people who are not our members to live fulfilled Jewish lives.

We do this every day. 365 days a year. Powering Jewish life.

As a Trustee, you will help set strategy, support the Chief Executive and senior staff and provide governance to the Charity, ensuring it operates effectively and in accordance with its mission and legal obligations. In addition, the new President will serve as the Charity's main figurehead and chair the Board of Trustees, our governance body.

The United Synagogue has a bright future ahead, and I am certain that the right candidates will find this a hugely rewarding role.

Michael Goldstein,
President, United Synagogue

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WHO WE ARE

The United Synagogue is a charity which serves the British Jewish community in the broadest possible way.

We've been serving the Jewish community for more than 150 years. Today we have some 36,000 adult members across our 56 communities. With more than 100 Rabbis and Rebbetzens, hundreds of committed staff and thousands of dedicated volunteers, we power Jewish life through our communities, our kashrut and eruv team, nurseries, cheders, marriages, Burial Society, education and events, Tribe immersive experiences, Chesed team, the highly respected London Beth Din, our support for the Office of the Chief Rabbi and much, much more.

Our spiritual head is Chief Rabbi Sir Ephraim Mirvis KBE, the Chief Rabbi of the United Hebrew Congregations of Great Britain and the Commonwealth, and our mission is to engage Jews with mainstream Orthodox Jewish living, learning and caring. Put another way, we want more Jews doing more Jewish things more of the time. Our vision is creating a community of inspired Jews, with enriched lives, passing our heritage on to future generations.

THE ROLE OF A TRUSTEE

Being a Trustee of the United Synagogue is one of the most exciting volunteer roles in the community. Trustees lead the charity and through its work you will inspire tens of thousands of people to lead meaningful lives.

Below we set out some of the main responsibilities of a United Synagogue Trustee. The list is not exhaustive but should give you an appreciation of the scope of the role. On pages 9 and 10 we have also laid out the additional roles held by the President and Treasurer of the United Synagogue. It is important to note that although we elect a President and a Treasurer, Trustees all have equal responsibility when it comes to ensuring good governance of the Charity including compliance with fiduciary and legal matters and adherence to the Charity's charitable objects.

Trustees serve as stewards of the Charity's resources and are collectively involved in determining the United Synagogue's strategy and operations and its adherence to English law, regulations and financial management. The Trustees serve on a voluntary basis, and currently meet four or five times a year in person as a full Trustee body, with additional online meetings and Sub Committee meetings.

Trustees are collectively responsible for the following key areas:

STRATEGY AND GOVERNANCE

- Determining the strategic aims and direction and agreeing appropriate future plans for the Charity in partnership with the Chief Executive and Senior Management Team in support of the Charity's mission and values.
- Ensuring that the Charity operates efficiently and effectively to fulfil its charitable objects and deliver its mission.
- Safeguarding the interests of the Charity's beneficiaries and providing oversight of stakeholder interests.
- Maintaining high standards of governance and risk management.
- Ensuring the Charity is accountable and transparent in its activities.
- Maintaining compliance with relevant charitable and company legislation.
- Chairing or sitting on the Board Sub Committees. The new Trustee Board may also want to change the current Sub Committee structure.
- Forming, delegating to and overseeing committees to further the charity's strategy and governance.
- Sitting on US Council and chairing its quarterly meetings. (US Council elects and advises Trustees, receives reports, approves the formation of certain committees and admits and discontinues member synagogue.)

GUIDANCE AND SUPPORT

- Providing support and guidance on operations, including people management. This might include chairing appeals by staff or lay leaders.
- Supporting and mentoring lay leaders across United Synagogue communities and Chairs of US Synagogues in particular.

FINANCIAL

- Ensuring sound financial oversight including review and approval of the annual budget.
- Having oversight of high standards of financial management.

BEING FIGUREHEADS AND SUPPORTING FUNDRAISING

- Representing the Charity at US communities' events and at wider communal events.
- Maintaining oversight of the Charity's fundraising activities and advancing the charity's fundraising efforts.
- Providing advice and assistance in raising and maintaining the Charity's profile in the UK and internationally.
- Collaborating with appropriate charities and organisations to further the Charity's mission.

ALL TRUSTEE CANDIDATES SHOULD:

- Show commitment to the United Synagogue's values and be able to uphold them personally;
- Share the energy and drive of the organisation and be committed to their role as Trustee;
- Be able to think strategically;
- Identify big issues including those around the Charity's long-term sustainability and reputation and use data to make important decisions;
- Have an interest in and oversight of our policy issues;
- Be able to gain respect and support from various constituencies and stakeholders;
- Ensure a high performing and effective board by committing to regular appraisal and review of Trustees and Board performance (including managing retirements and resignations of Trustees during the election cycle).

ADDITIONAL RESPONSIBILITIES HELD BY THE PRESIDENT OF THE UNITED SYNAGOGUE

The President of the United Synagogue is both the main figurehead for the Charity and the Chair of the Board of Trustees which is the United Synagogue's governance body. The President leads the Board of Trustees and works closely with the Charity's Chief Executive and Senior Management Team to achieve its goals.

The President's main role is to chair full Trustee meetings including encouraging discussion at Board meetings, summarising key points and ensure decisions are made and implemented.

The President also line manages and works in partnership with the Chief Executive to help them achieve the aims of the Charity.

The President, together with Trustees, ensures that the Board is as diverse as possible and provides the range of knowledge, skills and experience necessary to deliver the Charity's aims. Although United Synagogue Trustees are elected, there is some provision to co-opt additional Trustees and/or advisors to Sub Committees.

Previously, Presidents have, where appropriate, been a trusted confidante and sounding board of the Office of the Chief Rabbi and the London Beth Din and worked in conjunction with the Communications team to engage with US members and the wider communities through statements and videos on social media, articles in the Jewish press and beyond and regular written messages to members ahead of Jewish festivals and at other significant times.

The President could determine that one or more of these responsibilities are held by another Trustee of the Charity.

ADDITIONAL RESPONSIBILITIES HELD BY THE TREASURER OF THE UNITED SYNAGOGUE

The Treasurer of the United Synagogue works closely with senior professional staff and any audit and financial oversight committee to oversee the finances of the Charity.

Working with professional staff, the Treasurer's main role is to prepare the annual accounts and to submit them to US Council at the yearly June meeting and to present the budget to US Council at its meeting in November or December each year showing the estimated income and expenditure of the Charity for the following year.

POSITION:

Trustee of the United Synagogue (this includes President and Treasurer roles).

TERM OF OFFICE:

Four years, with a maximum of two terms (i.e. eight years) for new Trustees.

REMUNERATION:

Unremunerated, but reasonable travel expenses will be reimbursed.

TIME COMMITMENT:

It is likely the President will need to contribute on average an hour a day with many evening meetings and occasional events. Trustees will also be expected to join many meetings a year and occasional events. Full Trustee meetings are currently held in the evening on a Monday. Other meetings can generally be organised around your other commitments.

To speak about the role or for any questions, please email **trustee-elections@theus.org.uk.**

Applications must be submitted by 3pm on Monday 16 June, 2025.

United Synagogue,
Registered Charity No: 242552

ELIGIBILITY:

You must be a member of the United Synagogue, aged 21 or over and have served on a United Synagogue shul council (now called Board of Management) for at least two years.

HOW TO APPLY:

A candidate must be nominated by at least three US Council members and must sign to confirm their willingness to stand on one of the forms on which they are nominated. All nominees will be reviewed by the Chief Executive for eligibility.

The United Synagogue