



SOCIAL BITE FUND BOARD

ROLES, RESPONSIBILITIES, AND EXPECTATIONS

At Social Bite, our mission is to end homelessness. We are a charity (Social Bite Fund) and social enterprise (Social Bite Ltd) providing homes, jobs, food, and support to empower people to transform their own lives. We act as a catalyst for change - challenging the status quo with innovative, scalable solutions that create lasting impact.

Each of our pioneering projects supports people to break the cycle of homelessness, whether that begins with a free meal, supported employment, or a safe place to call home.

The charity trustees share in this commitment and play a vital role in shaping the organisation's strategic direction, upholding its values, and ensuring its long-term sustainability and impact.

Board Responsibilities

Collectively, the role of the Social Bite Fund (SBF) Board is to:

- Ensure compliance with the organisation's constitution, charity law, company law, as well as any other applicable laws, regulations, and the standards set by relevant regulatory and inspection bodies
- Uphold and pursue the charitable objectives as defined in our governing documents
- Ensure that the organisation's resources are used effectively and exclusively in pursuit of its objectives
- Ensure the organisation's mission, objectives, and values remain relevant and are consistently upheld in its work.
- Provide strategic leadership, including setting and reviewing organisational strategy
- Approve and monitor the implementation and performance of policies, plans, and budgets
- Oversee the organisation's approach to risk management and internal controls
- Approve policies and decisions that may expose the organisation to significant risk (financial, operational, or reputational)
- Maintain effective delegation frameworks and support the Managing Director appropriately
- Hold the Operational Management Board accountable for delegated responsibilities and board decisions
- Ensure that the membership of the board and Operational Management Board reflects the experience and values required to successfully lead the charity, and that succession planning is considered as part of good governance.

- Ensure financial stability, viability, and the proper investment of funds
 - Protect and manage organisational assets, including reviewing financial policies annually
 - Ensure that pension and other payments are in line with regulatory requirements
 - Champion equity, diversity, and inclusion (EDI) in decision-making and governance
-

What You Can Expect from Us

- A thorough induction to understand the organisation, its ethos, and strategic priorities
 - Access to board papers ahead of board meetings, including operational progress, financial updates, key developments, and risk considerations
 - An open and participative board environment where all voices are valued
 - Direct access to the Chair of the Board and Charity Secretary for matters relating to governance or board membership
 - Opportunities to attend events, visit services, and contribute in areas aligned with your interests or expertise
 - A commitment to continuous improvement and evolution of both the organisation and the board
-

What We Expect of You

- Commit to attending six board meetings per year (typically held in Edinburgh), and contribute time as needed to sub-committees or working groups addressing specific matters on behalf of the board.
 - Understanding and alignment with our organisational values, including respect, inclusion, and a commitment to delivering impactful services
 - Appreciation of the statutory and regulatory frameworks in which we operate, and a willingness to uphold governance responsibilities
 - A readiness to provide constructive challenge, support, and strategic input
 - Willingness to represent Social Bite at internal and external events where appropriate
 - Commitment to upholding the Nolan Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership
-

Board Member Role Description

Post:	Board Member
Accountable to:	Chair of the Board
Role Purpose:	To support effective governance of Social Bite Fund by monitoring progress against the organisation's ethos, values, and strategic objectives; ensuring regulatory compliance; contributing to strategic direction; and supporting executive leadership.

1. Governance Responsibilities

- Attend and actively participate in regular board meetings
- Monitor organisational performance, finances, and progress against objectives
- Review and approve budgets, policies, and key contracts
- Participate in board committees such as the current Audit & Risk and Nominations Committee, or any future Committee that may be deemed required.
- Offer expertise on operational matters when needed (e.g., recruitment panels, legal/HR advice)
- Apply professional knowledge to help the board make sound decisions and assess new initiatives

2. Strategic Responsibilities

- Contribute to the development, review and approval of the organisation's long-term strategy
- Contribute to the organisation's ambitions around thought leadership, UK-wide partnerships, and government lobbying, ensuring these are reflected in strategic priorities where appropriate.
- Participate in strategy workshops or working groups
- Monitor and evaluate progress toward strategic goals
- Propose new initiatives and innovations

3. Representational Responsibilities

- Represent the board at key events, conferences, or strategic meetings
- Promote the organisation's mission and values externally
- Support the Operational Management Board members in meetings with partners, funders, or collaborators to help build relationships and explore opportunities for working together

Person Specification

Requirement	Essential / Desirable
Commitment to the purpose, values, and objectives of the organisation	Essential
Understanding and acceptance of legal responsibilities as a charity trustee	Essential
Eligibility to serve as a charity trustee	Essential
Ability to maintain confidentiality and discretion	Essential
Commitment to the organisation's ethos and inclusivity	Essential
Willingness and ability to prepare for and attend regular meetings	Essential
Analytical skills and capacity to constructively challenge	Essential
Understand and respect the distinction between governance and operational (executive) responsibilities.	Essential
Adherence to the Nolan Principles of Public Life	Essential
Willingness to contribute opinions and listen respectfully to others	Essential
Ability to work effectively within a diverse team	Essential
Experience in areas such as Finance/Accounting, Legal & Governance, Fundraising/Partnerships/Corporate Relations, HR/Organisational Development & Culture, Digital/Data/Technology, Commercial experience (hospitality would be ideal), Public Affairs/Policy/Commissioning.	Desirable
Knowledge or lived experience relating to homelessness or the food service industry	Desirable

We particularly encourage applications from individuals with lived experience of poverty, homelessness, or systemic inequality, and from underrepresented communities.