

Joyce Harpur Charity

Trustee Specification

Background

The Joyce Harpur Charity was set up in the 16th century to benefit 'the deserving poor' of the parish of Littleover. This now includes people in the Ecclesiastical Parishes of Littleover and Blagreaves and usually involves a grant process which gives approx £200 to applicants in time for Christmas (grants can also be given during the year if there is an emergency). Applicants complete an application form with financial and needs based information and the trustees assess and agree their suitability. If there is a new applicant, then it is likely trustees will visit for a face to face conversation before a final decision is made.

Trustees will be expected to:

- Attend meetings twice a year – usually March and October
- Read and assess paperwork provided, keeping information confidential
- Visit applicants in their homes (always in pairs) to assess eligibility
- Work together with colleague trustees to offer compassionate, pragmatic and appropriate assessments
- Access information and paperwork online
- Assist the charity clerk with publicity once a year.

Person specification

- Member of the worshipping community of St Peter's Church Littleover, living within the parish
- To be open-minded, non-judgemental and a good listener
- Be able to process written and verbal information
- To work as part of a team for the benefit of the community
- To have the emotional intelligence to respond with compassion, fairness and insight (ie to see what is really going on)
- To keep confidential information confidential.

Further information

If you want any further information please contact the clerk: Jen Downing on jen.adowning@googlemail.com

Application

Please make your application brief and in writing before 30.9.20 by post or email to: Rev Alicia Dring, Chair, Joyce Harpur Charity
c/o Littleover Vicarage 35 Church Street Littleover Derby DE23 6GF
alicia@stpeterlittleover.org.uk