



The Papillon Project

The Papillon Project is an energetic and enterprising educational charity that promotes sustainable living and environmental awareness for young people. We work in partnership with secondary schools and sixth-form colleges in Norfolk to inspire young people to grow their own food for themselves and their local community. Our charitable work is about helping young people to feel more confident about themselves and to support their wellbeing.

JOB TITLE	Trustee	Date posted	14 th September 2026
Location base	Norwich	Closing date	2 nd October 2026
Position type	4-year term	Travel required	Occasional within Norfolk

How to apply:

Email Sarah Seery

Expression of Interest to chair@thepapillonproject.com

Purpose of the Role

Charity trustees are responsible for leading the charity, ensuring it is well-run, solvent and delivering the outcomes it was established to achieve. Trustees work collectively as a board to set the charity's direction, oversee its activities, and ensure compliance with legal and regulatory requirements.

Key Responsibilities

- Provide strategic leadership — Set and maintain the charity's vision, values, and long-term strategy, ensuring all plans and budgets align with these aims.
- Support and have oversight of staff/operations.
- Explore opportunities for grants and funding
- Ensure charitable purpose is fulfilled — Make sure the charity continues to deliver the activities and outcomes it was established to achieve.
- Governance and compliance — Ensure the charity complies with its governing document, charity law, company law (if applicable), and all relevant regulations.
- Financial oversight — Safeguard the charity's assets, ensure financial stability, approve budgets, and monitor financial performance.
- Risk and external environment monitoring — Regularly review external factors (political, financial, demographic, partnerships) that may affect the charity.
- Stakeholder engagement — Ensure the views of beneficiaries, staff, volunteers, and partners are considered in decision-making.
- Effective board participation — Attend trustee meetings, contribute to discussions, make informed decisions and work collaboratively with fellow trustees.



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General Qualities and Skills

- Commitment to the charity's purpose and values
- Effective communication and teamwork skills
- Integrity, sound judgement, and willingness to challenge constructively
- Ability to think strategically and assess risks
- Understanding of governance, or willingness to learn
- Ability to analyse information and make balanced decisions

Specific Skills – Desirable but not essential to have experience in one or more of the below areas:

- Fundraising or income generation
- Communications or stakeholder engagement
- Education or youth work working with young people
- Horticulture

The Trustees meet on average seven times a year (each half term) and engage regularly with the work of The Papillon Project. We are a friendly and enthusiastic group of people, and it is a rewarding experience to be part of a vibrant and worthwhile project.

More details of our work are at:

[The Papillon Project - Home](#)