

POSITION DESCRIPTION

TRUSTEE

N Z Multiple Sclerosis Research Trust (NZMSRT)

RESPONSIBLE TO: Trust Chair
TIME COMMITMENT: 20-30 hours per annum

ORGANISATIONAL BACKGROUND

The NZ MS Research Trust is a registered Charitable Trust which was set up in 2015 by MSNZ and MS Auckland. Its principal aims are to:

- Form a focal point for all New Zealand based MS Research;
- Raise awareness of MS research in NZ;
- Raise funds to support infrastructure and fund research into MS in New Zealand;
- Build relationships with researchers and other neurological research organisations, including seeking collaboration opportunities to fund research;
- Provide a clearing house and reference site for all NZ MS research projects;
- Build relationships with overseas MS research organisations and leverage these relationships for the benefit of NZ researchers.

Currently there are 8 Trustees who are all volunteers. A part time administrative resource is currently being engaged through an arrangement with Multiple Sclerosis NZ.

POSITION OVERVIEW

The principal aims of this role would be to:

- Contribute to achieving the trust's governance, aims and objectives;
- Help raise funds for MS research in NZ;
- Bring established relationships and networks;
- Help develop new relationships and sponsorship opportunities;
- Participate in establishing systems, processes and criteria for processing applications for research funding;
- Participate in advising on investment strategies for the Trust's funds.

KEY DELIVERABLES

The key deliverables would include:

1. Actively participate in meetings of trustees usually held by skype or teleconference;
2. Attend at least two annual face to face meeting;
3. Increase the Trust's donor network;
4. Contribute to the development of the Trust's governance activities and investment portfolio.

THE IDEAL PERSON FOR THIS ROLE WOULD HAVE:

- A strong background in the governance;
- An understanding of Health Research;
- An understanding or experience of Multiple Sclerosis;
- The ability to communicate, relate and build positive relationships;
- Contribute to the Board's gender, ethnicity and geographic diversity.

The role will suit someone who is looking for a role in a small but developing Research Trust and be keen to help build a successful research funding organisation for MS in New Zealand.

APPLICATIONS IN WRITING SHOULD BE MADE TO:

Neil Woodhams
Trustee
NZ Multiple Sclerosis Research Trust
P O Box 84015
Westgate
Auckland 0618

Or to:
nbw@xtra.co.nz

For further information you can contact Neil either by email to the address above or on Mobile 021 531 654

APPLICATIONS CLOSE: 15 March 2018