



# Eggcup Trustee

*Candidate Information Pack*



Hello and thank you for showing an interest in becoming a trustee of Eggcup.

Eggcup became fully operational at the beginning of 2020 though we've been active in one form or another since 2016. Our core business is the provision of food support alongside the active exploration of ways that food organisations can work in a more progressive way.

At Eggcup we run a food warehouse in Lancaster alongside community outlets in Lancaster and Morecambe. We have 5 full time members of staff, 1 part time member of staff, and about 90 regular volunteers. We take in surplus food to the warehouse, process it where necessary, so that it is ready for display in our outlets.

As need ratcheted up during Covid and the ongoing cost-of-living crisis, the government started providing funding for charities (via local authorities) to buy food to provide to people in need. So, for some time our warehouse has contained surplus as well as cheaply bought bulk food. We also operate as a buyer for a consortium of smaller food organisations throughout the district. We provide a Buying Cooperative service to members and to local organisations. The Household Support Fund is coming to an end soon and we aim to return to our original core activity of sourcing surplus. In 2024, we aim to open a city centre café providing meals from surplus and we will extend production of frozen meals, making them more widely available.

Eggcup works with sustainable food projects and with food waste/poverty organisations throughout the UK and we are keen to share ideas and work together. We are a member of IFAN and locally we are a founding member of the Lancaster District Food Justice Partnership. We never stop innovating and putting our energies into driving forward food work within our district, in a collaborative and cooperative fashion.

To support our development, we are looking to recruit new trustees who can help shape the future of Eggcup, and in particular we hope to find a new Chair of Trustees. We are interested in hearing from people who have the time and energy to help lead a small not-for-profit organisation such as ours.

In the attached pack you will find information about Eggcup and our business approach, what's involved in being a charity trustee and the kind of people we are looking to recruit to the board.

If you need more information or would like to talk about our organisation and the Trustee roles with me or one of our existing Trustees, please feel free to give me a call on 07709 546280.

Best wishes,

Deborah Finn  
**Chair of Trustees**

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## About Eggcup

We are a small charity that aims to tackle food insecurity, primarily through utilising the resource of good food that currently goes to waste. We do not believe that surplus food is an appropriate solution for food insecurity, but believe it is a resource we can use whilst we transition to a more just settlement in our society.

We have a professional warehousing facility and can intercept large volume food offers, meaning that more surplus food can be accessed and saved from going to waste. We work with gleaning projects to take fruit and vegetables that would otherwise rot in the fields. We can take food from catering and hospitality venues and we can package and label foods as required. We work in partnership with the city council and work closely with the Environmental Health Team to ensure our processes are exemplary.

We can coordinate local efforts – for example our Buying Cooperative allows local food clubs to access staples at discount prices to go alongside surplus food. We can coordinate larger scale buying and distribution efforts using grant funding to support our members and local food organisations and food clubs.

As well as our warehouse in the centre of Lancaster, we have two member outlets, one in Lancaster and one in Morecambe. We have full-time staff, including our overall charity manager, alongside a dedicated team of volunteers.

Our primary focus is to address food insecurity but wherever we can we make links with sustainable food projects. We know that our commercial food system needs to adapt to the crises of climate and inequality.

Alongside the community food work, we aim to develop revenue-generating work to support the community projects. We have a plan to open a surplus food café in the city centre. We will also extend our surplus frozen meal production and sell these healthy meals at affordable prices. We are looking for trustees with creativity and drive, capable of hard-headed analysis to ensure that we develop in a fashion that is true to our values and commercially sound. Trustees coming on board now will have the capacity to help shape the philosophy and direction of our work. We hope you will be interested in joining us.

## Our Trustees

We currently have 7 trustees. Our chair of trustees is Deborah Finn. Deborah started the first intercepted food club in 2016 and she spearheaded the development of the food club network in the district. Deborah is looking to step down as a trustee.

Greg Myers often takes on organisational development tasks including the transition from CIC to CIO and the establishment of charitable giving facilities. He also has trustee oversight of social media and communications.

Elaine Girven has primary responsibility for overseeing our finances, helping to establish our financial systems, keeping track of finances and reporting, and particularly overseeing the financial elements in new funding bids.

Rachel Marshall is a researcher on food systems and community engagement and she currently leads the CAF-funded project, Closing Loops. Rachel helps us to build the bridge between food aid work and future-facing food work.

Mike Webster has come to us from a background in teaching and management consultancy. He has a broad contribution to make in terms of our governance and development.

Mark (Dusty) Thomas has broad experience in local projects dealing with disadvantage and poverty. He is a trustee at the local Trussell Trust food bank and is a commissioner with the Poverty Truth Commission. He has established his own befriending/mentoring charity. Dusty helps to anchor our work in real life perspectives.

Yvon Appleby has a background in adult and community education and a long-standing interest in food and community. She has a background in food cooperatives and is also a keen allotment grower. She is passionate about bringing people together and creating conversations around food.

## Recruitment of new trustees

We are hoping to recruit new trustees with interest and enthusiasm for the work around poverty, inequality, food sustainability and food waste. We would be very interested in hearing from people with experience in commercial food systems, HR, fundraising, PR/marketing, and collaborative community work. Whatever your background, if you

feel you could make a contribution and have the time to get involved, we would like to hear from you.

## What will being a trustee of Eggcup do for me?

You won't be paid, but it is rewarding. If you have strong feelings about food poverty and the food system, community development and empowerment, then this will be a great opportunity for you to shape an important local service, and you will definitely learn a lot that you can take forward into your work. There are projects to be undertaken in business design and planning, marketing and PR, issues-based campaigning, and community research. This is a small enough community that your voice will have influence on the district approach to food security.

### **Do what you're good at – for good!**

You have hard-won experience and you've developed skills that you could use to make a real difference for people in need within your community.

### **Ignite the network**

You might well have contacts that will be useful at Eggcup – so much depends on trust and personal relationships. At the same time, you'll find yourself extending into new areas, meeting different people outside of your usual sphere, and you never know when that network will come in useful

### **Stretch yourself**

We're a small business where everyone needs to muck in. The chances are you'll find yourself facing novel challenges and trying out new skills. There will be the opportunity for mentoring and training and testing yourself in new situations.

### **Go places**

Becoming a trustee for many people can be a really big help in improving career prospects because of the contacts, networks and skills you gain as well as being an opportunity to gain experience that will help you to develop your own career.

## Trustee Job Description

Eggcup is looking to recruit several new trustees to serve a three-year term in office. Applicants would initially be expected to take on a non-voting associate role to allow some mutual assessment of whether the role is a good fit. We are particularly looking for applicants with skills/experience in:

food production and commerce • catering • bid writing • crowdfunding and campaigning • charity regulations • marketing • website management • research and evaluation •

Eggcup Trustees will ensure that the organisation: Complies with its governing document, charity law, company law and other relevant legislation or regulations ▪ Pursues its objects as defined in its governing document ▪ Uses its resources exclusively in pursuance of its objects

Eggcup's Trustees will be expected to make the following essential commitments: 1. To attend and contribute to monthly Board meetings programmed during the year. 2. Participate in task and finish groups when required. 3. To prepare for each meeting by familiarising themselves with the agenda and reading the papers as provided. 4. To participate in conference calls and email discussions if required, and to read and respond to email communications from the Chair and/or Charity Manager. 5. To promote and inform others of the work of Eggcup and its collaborators. 6. To attend appropriate meetings, functions and events on behalf of Eggcup. 7. To broker meetings with relevant and beneficial third parties. 9. To review and contribute to bid writing, business planning and philosophical issues underlying charity development.

We are interested in hearing from applicants who would be willing to take on the Chair Designate role and therefore be in line for taking the Chair role. Particular expectations of this role include: working with the current Chair in preparation for becoming Chair, thereafter being responsible for: ▪ maintaining the Board's focus on the Charity's mission and vision ▪ providing direction for the Board of Trustees so that each trustee can fulfil their duties and responsibilities for the effective governance of the charity ▪ supervising the Project Manager on behalf of the Board of Trustees.

We are seeking trustees who can make an approximate time commitment of 1-2 days per month (not as whole days) from all Trustees and a greater time commitment from the Chair Designate.

## Application to join the Eggcup Board of Trustees

To apply, please contact us and explain why you are interested in becoming a trustee with Eggcup, what you feel you can offer the organisation, and which areas of our work particularly interest you. Tell us about your work/voluntary experience and your education/training background. If you are interested in the Chair Designate role, please let us know. If you would like to talk about the opportunity in advance, please contact Deborah Finn on 07709 546280. All trustees, upon appointment, need to be able to sign the trustee declaration of eligibility so we reproduce it here below.

Send correspondence to [trustees@eggcup.org](mailto:trustees@eggcup.org)

### Trustee Declaration of Eligibility

I declare that:

- I am over age 18.
- I am not an undischarged bankrupt.
- I have not previously been removed from trusteeship of a charity by a Court or the Charity Commission.
- I am not under a disqualification order under the Company Directors' Disqualification Act 1986.
- I have not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).
- I am, in the light of the above, not disqualified by the Charities Act 1993 (section 72) from acting as a charity trustee.
- I undertake to fulfil my responsibilities and duties as a trustee of Eggcup in good faith and in accordance with the law and within Eggcup's objectives /mission.
- I do not have any financial interests in conflict with those of Eggcup (either in person or through family or business connections) except those which I have formally notified in a conflict of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_