



## **No Limits Trading Ltd Director Role Description**

Purpose of No Limits Trading Ltd is to develop a viable standalone profit making social enterprise company, the profits of which would help to fund the charity No Limits (South) work to support children, young people and their families.

### **No Limits (South) Mission**

To help relieve and prevent suffering caused by mental or physical ill-health or by social or economic circumstances amongst the young people of the City of Southampton and surrounding areas by establishing, maintaining and developing an information, advice and counselling service for the individual and/or group.

### **No Limits (South) Aims**

To help children and young people aged under 26 to help themselves achieve positive outcomes through:

- Offering caring, supportive, confidential environments where young people can explore issues which are affecting their lives.
- Providing accurate and up to date information and good advice relevant to young people's needs.
- Enabling young people to explore options, gain skills and resources, solve problems and make informed decisions.
- Enabling awareness of their rights and responsibilities and to advocate for and promote children and young people's rights.

This to be achieved by No Limits Trading providing chargeable services that are complementary to No Limits (South) which enable profitable revenue streams and positive outcomes for children, young people and their families. And increase the quality and knowledge of advice work and youth support work in the area.

### **Director Role and Responsibilities**

Directors have ultimate responsibility for No Limits Trading Ltd and its work.

No Limits Trading Ltd Directors are legally responsible for the company.

The Directors will provide strategic oversight and work with the paid Manager of the company, who in turn will be responsible for the day to day running of the company.

The Directors will guide the development, quality of the trading services offered and ensure that revenue is generated in order to support the charitable activities of No Limits (South).

The Directors will work within the values and culture of the No Limits group as a whole.

## The role of a Company Director

### Overall Purpose

The Board of Directors are responsible for the overall governance and the medium to long term strategic direction of the company. Directors will help to develop along side the Manager the company's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines. Leading to services being delivered that produce a profit that in turn can be transferred to support the work of No Limits (South).

### Main Responsibilities

- To ensure that No Limits Trading Ltd and its representatives function within the legal and regulatory framework of the sector and in line with the organisations governing document, continually striving for best practice in governance.
- To uphold the duties of the position, undertaking such duties in a way that adds to public confidence and trust in No Limits Trading Ltd. Ensuring the company keeps in line with its aims and assuring due diligence as to company reporting such as signing off the accounts and making sure they are filed at companies house.
- To take appropriate professional advice in all matters where there may be material risk to the company.
- To determine the overall direction and development of the company with good governance and clear strategic planning. This to be achieved through regular board meetings and a business plan agreed by the directors and followed by the paid manager of the Company which the Directors review on an annual basis.
- To avoid any personal conflict of interest.

### Main Duties

- Ensuring No Limits Trading Ltd complies with legislative and regulatory requirements, and acts within the confines of its governing document and in furtherance to organisational activities contained therein.
- Acting in the best interest of the company and its named beneficiary – No Limits (South) at all times.
- Promoting and developing the company in order for it to grow and maintain its relevance in the sector.
- Maintaining sound financial management of the company's resources, ensuring expenditure is in line with the organisations' objects, and investment activities meet accepted standards and policies. With the overall aim of generating a profit in order to gift aid the money to the charity No Limits (South)
- Interviewing, appointing and monitoring the work and activities of the senior paid staff. And as the employer listening to any appeal made by an employee

against a decision made by a senior manager

- A limited number of directors will be asked to act as a counter-signatory on Company cheques and act as an electronic signatory on the BACS payments
- To maintain absolute confidentiality about all sensitive/confidential Information received in the course of Directors responsibilities to the company.

#### Accountable to

As a board of directors you are both responsible for and liable for the governance and functioning of the company and are accountable in varying degrees to a variety of stakeholders, including: customers of the Company, members, Companies House, the ICO, etc. You are also ultimately responsible for ensuring the social enterprise company follows the standards laid down by the accrediting body for the courses run. Help is given for this by the manager of the Company and the Company Secretary so that the directors are aware of and follow the responsibilities of the office.