

Farm Carbon Toolkit Seeks New Company Directors

About the Farm Carbon Toolkit

Created by farmers for farmers, the Farm Carbon Toolkit (FCT) is a leading, independent farmer-led enterprise. Our work supports farmers and growers to reduce their carbon emissions and increase their carbon sequestration. For over 10 years, we have furthered the understanding of greenhouse gas emissions in agriculture, providing tools for measurement and delivering projects that inspire real action on the ground. We are constituted as a Community Interest Company.

Please refer to [our 2022-23 Annual Review](#)¹ for an overview of our recent achievements and how our organisation is supporting the agri food sector to play its best part to deliver a nature friendly decarbonisation.

Overview of this role

The FCT's Board of Directors provides oversight and guidance to the organisation, helping to make sure it is running well and achieving our mission.

We are seeking two new Directors to support our organisation through its exciting next phase. This is a voluntary role which is highly rewarding and you will be joining a professional and friendly team of Directors.

We are specifically seeking Directors with experience and expertise in:

- **Navigating organisational growth and development**
- **Product and service development**
- **HR: building and managing effective teams, best practices and HR law**
- **Management accounting expertise**

Over the last 12 months, we have doubled our turnover. In 2019 we had a single part time member of staff; we now employ 15, excluding subcontractors. All indications point to this growth increasing in the short to medium term. Further information on our activities and governance are provided in the Appendix.

Board members are ambassadors of the organisation and agree to a shared set of values that we aspire to. This includes being professional, respectful and inclusive, positive and collaborative, innovative and pragmatic.

¹ Available at: farmcarbontoolkit.org.uk/2023/04/05/fct-publishes-its-2022-annual-review

We are an inclusive organisation committed to building a team of talented people from all walks of life. As such, we encourage applications from anyone who feels they have the relevant experience and skills.

Role Profile

Position	Non-Executive Director
Location	Home based, with 3-4 face-to-face meetings per year, usually in the South.
Time commitment	<p>As a minimum, Directors are currently expected to attend monthly meetings, however this is likely to shift to every 2 months in the future. These take place on a weekday evening. We also aim to meet in-person 3-4 times per year, otherwise all meetings are an online video conference call.</p> <p>Additional duties are required, depending on the outcomes of meetings and any Director Working Groups you are involved with. We expect this to be 2 - 10 hours per month.</p>
Length of term	Directors are expected to consider their role on a three-year term basis, after which, if they would like to propose continuing as a Director, they can stand again for re-appointment. Please refer to the Director Handbook for further details.
Expenses policy	Costs incurred for travel and subsistence can be covered, in line with FCT's expenses policy.
Remuneration	This is a voluntary position. However, if you would like to apply for this role, but feel that there are financial circumstances that preclude you from doing so, please let us know. To support inclusion, the Board is open to considering a financial remuneration for your participation in Board meetings and Director activities.
Start date	As soon as possible.
Date prepared	September 2023

Key Responsibilities

Directors act as ambassadors for the Farm Carbon Toolkit and are expected to help promote the organisation's activities and values – for example through networking and events.

The Board is also expected to help make sure the organisation is running well and doing what it was set up to do. Specifically, this covers these three main functions:

1. **Strategic direction:** Have we got the right strategic priorities? Are we following or achieving our mission?
2. **High-level oversight:** e.g. Are projects generally on track? Are we providing high quality products and services? Are we spending money sensibly? Do we have quality policies and procedures in place?
3. **Compliance:** Are we legally and financially compliant? Are we acting in accordance with our Articles of Association? Are laws such as GDPR and Health & Safety adequately implemented?

Knowledge, experience and capabilities

(E = Essential, D = Desirable)

Capabilities and desirable experience:

- Demonstrate wisdom, fairness and support the organisation's values and ethos (E);
- Be organised, pragmatic and sensible, with an aptitude for problem solving and good analytical skills (E);
- A respectable understanding of the drivers of climate change and nature loss, systems change, food and agricultural systems and greenhouse gas emissions (D).
- Be closely involved in day-to-day farming, currently or in the past (D);
- To contribute to the organisation their experience and determination to make a difference in this area.

Equality, diversity and inclusion

The Board of Directors aspires to have a clear, agreed and effective approach to supporting equality, diversity and inclusion throughout the organisation and in its own practice. We believe that board diversity, in its widest sense, is important because it creates more balanced and better decisions that reflect different perspectives, experiences and skills, including current and future beneficiaries.

As such, we welcome and encourage applications from anyone interested in this role who feels they have the relevant experience and skills. We particularly welcome applications from

under-represented groups, including those who identify as disabled, LGBTQ, ethnic minorities, and come from diverse social and educational backgrounds.

How to apply

Please submit your CV with a covering letter of no more than 2 pages of A4 to Samuel Smith, jobs@farmcarbontoolkit.org.uk. In your letter, please include your:

- Reasons for applying
- Experience, particularly in relation to the areas of expertise we're interested in
- What you hope to bring to the organisation
- How you would like to see FCT develop.

Please do not include any photos.

If you have further questions, please write to Samuel Smith at jobs@farmcarbontoolkit.org.uk. More information about our aims and visions are available on our website: www.farmcarbontoolkit.org.uk.

Deadlines

Applications close on **19 Nov 2023 midnight**. Interviews will be arranged following this deadline.

We are hoping to fill new Director positions by **Jan – Feb 2024**.

Appendix: Further information about our activities and governance

FCT was established in 2009 to raise awareness of GHGs within the agricultural industry and also to provide practical responses that any farmer, whatever their farming system, could put into place on their farm. Our main activities are:

- **Provision of a free online Toolkit for farmers**
- **The Farm Carbon Calculator:** we aspire for this to be the UK's leading farm carbon calculator and as such, we have major plans underway for investment into our calculator software, to ensure it is cutting edge and competitive in the marketplace.
- **Running the annual Soil Farmer of the Year competition**
- **Provision of training and learning** on whole-farm and soil carbon footprinting;
- **Farmer outreach and support projects:** consultancy and grant-funded;
- **Bespoke advice and action planning with farmers, landowners and companies,** centred around measuring and improving soil health, greenhouse gas emissions and other ecosystem services;
- **Partnerships with research institutions** to further our understanding of soil carbon sequestration and best practice protocols for measurement, reporting and verification.

Over the last 18 months we have undergone an exciting growth as an organisation. We currently have 6 Directors on the board ([listed here on our website](#)) and following an audit of our skills and experience, we are seeking new Board members to fill the gaps.

Structure

The Farm Carbon Toolkit is the trading name of the "Farm Carbon-Cutting Toolkit Community Interest Company", a CIC Limited By Shares. This is the legal entity that Board members are associated with and our Articles of Association are viewable [here](#). The CIC also owns a separate legal entity, the Farm Carbon Consultancy, which is Limited by Shares. Some of our work activities run through this Limited Company.