



CANDIDATE PACK

INDEPENDENT COMMITTEE MEMBER



WELCOME

As the nation comes together during the Poppy Appeal to honour the service and sacrifice of the Armed Forces community, The Royal British Legion (RBL) is seeking to appoint an Independent Committee Member to its Branch Property Trust Trustee Committee (BPTTC). It is an exciting time to play a part in the RBL as the charity has recently launched Our Strategy to 2035. Our property estate is recognised as a key enabler to future success. This is a timely opportunity to contribute to the governance of a vital part of our charitable footprint – local properties and assets held on trust for specific local charitable purposes. These buildings are spread across the Nation and provide the RBL with a vital connection to cities, towns and villages. They provide a place for friendship, comradeship, fun and support to our beneficiaries, and many enable remembrance and community activities.

We are looking for an Independent Committee Member with expertise in property or charity law to support the BPTTC's independent decision-making. This role, with other committee members, is central to ensuring legal and regulatory compliance, providing strategic insight, and safeguarding the integrity of assets that serve as community hubs for our beneficiaries.

For the successful candidate, this is a meaningful opportunity to influence the management of a significant property portfolio, contribute to robust governance, and help safeguard the RBL's place in local communities.

RBL is committed to creating a diverse and inclusive organisation, reflecting the diversity of the Armed Forces community and of wider society. We welcome and encourage applications from people of all backgrounds.

If you believe you bring the skills we are looking for and are motivated by the impact of our work, I hope you will read on to find out more.

Steven Lee, RBL Trustee and Chair of the BPTTC



ABOUT US

We employ c 2,000 people across the country campaigning on behalf of the Armed Forces community, delivering support services to them, leading Remembrance on behalf of the nation, raising funds to support our work and developing and running the organisation and our network of membership branches.

The Royal British Legion is at the heart of a national network that supports our Armed Forces community. We're here through thick and thin – ensuring their unique contribution is never forgotten. We've been here since 1921 and we'll be here as long as they need us.

We are the country's largest Armed Forces charity, with over 200,000 members, 110,000 volunteers and a network of partners and charities; helping us give support wherever and whenever it's needed.

We provide lifelong support to serving and ex-serving personnel and their families. Our support starts after one day of service and continues through life, long after service is over. From providing [expert advice and guidance](#), to support for [physical and mental wellbeing](#) through to transitioning to civilian life – we can be by their side every step of the way. And it's not just members of the Armed Forces but their families too.

If there is ever a reason we can't help, our vast network will mean that we know someone who can. Read more [Stories](#) of the support we've given beneficiaries. RBL works with politicians and officials at all levels to represent the interests of the Armed Forces community. Through our [research and campaigning](#), we challenge myths about serving and ex-serving personnel.

Every year we lead the nation in commemorating and honouring those who have served and sacrificed. We remember those who lost their lives on active service in all conflicts; from the beginning of the First World War right up to the present day, as well as all those who have served and their families.

Wearing a poppy is a way of showing appreciation for the service and sacrifice of our Armed Forces, veterans and their families, both past and present. Read ["The Story of the Poppy"](#).



"My service would not have been the same without them"

Liz served in the RAF for 11 years before her diagnosis of fibromyalgia made it difficult for her to continue. She decided she didn't want to give up, and has used sport to help overcome physical and mental health challenges.

Read [Liz's story](#).

OUR VALUES

In September 2025, we introduced our new company values, which now sit at the heart of everything we do as individuals and as an organisation. As part of our recruitment process, we use values-based competency assessments to ensure that the people who join us share and demonstrate these principles in action.



Stand Together

We stand with an ever-evolving Armed Forces community, sharing a life-long commitment to support and comradeship. We share knowledge and build connections. Together with a national network of charities and partners, we ensure life during and after service is filled with purpose and community.



Be Respectful

We stand with the Armed Forces community, valuing and respecting all experiences with empathy. We put people first, treating everyone with fairness and kindness, acting with integrity.



Take Pride

We exist to make a positive difference to the Armed Forces community, remembering and honouring service and offering support. We are thoughtful and focus our passion in the right way, taking ownership to ensure every action counts.



Embrace Change

We look ahead to better understand the needs of those we serve, leading with confidence, expertise, and relevance. Guided by evidence and committed to learning, we are responsive and adaptable, empowered to ensure what we do is meaningful and impactful.



JOB DESCRIPTION

Role title: Independent Committee Member

Reporting to: Chair of Branch Property Trust Trustee Committee

JOIN US IN SHAPING THE FUTURE OF THE ROYAL BRITISH LEGION

The Royal British Legion (RBL) is entering a pivotal and inspiring phase as we deliver Our Strategy to 2035, designed to respond to the changing world and evolving needs of the entire Armed Forces community: serving personnel, veterans, families, and the bereaved. Our strategy supports a sense of shared purpose across RBL and outlines what we need to do to make sure we will be fit for the future. Our vision is to bring society together to recognise, remember and support the Armed Forces Community and ensure that their unique contribution is not forgotten.

As part of this commitment, RBL oversees Branch Property Trusts (BPTs)—separate charitable assets held on trust for specific local purposes connected to RBL Branches. These include both properties and proceeds from property sales, with approximately 775 BPTs in total, with around 400 holding property, and 375 representing sale proceeds valued at over £65m; held on trust for specific local charitable purposes connected to RBL Branches. These properties provide the RBL with a vital local community footprint. BPTs are separate charities and must be accounted for independently. RBL remains legally responsible, with decision making delegated to the Branch Property Trust Trustee Committee (BPTTC) to manage conflicts of interest.

PURPOSE OF THE ROLE

To contribute to the BPTTC's discussions and decisions, to act as a Subject Matter Expert and to act as an impartial and objective guiding mind, supporting and advising on matters pertaining to assets held by RBL on trust, ensuring insight, challenge and assurance is provided on all BPTCC matters.

Independent Committee members are valued for their support, challenge and the advice they can provide to the Executive team and as such understand the roles of Trustees and Executive.

KEY RESPONSIBILITIES:

- To ensure coherence to and support RBL's Strategy to 2035, to meet the changing needs of the Armed Forces community and reinforce the bond with our society.
- Help to ensure the BPTTC makes decisions which adhere to legal and regulatory requirements, charity law, and the governing documents of the appropriate BPTs in question
- Bring an impartial and independent perspective to the committee's discussions, helping to improve the quality and objectivity of decision-making.
- As relevant to the BPTTC, collaborate with RBL's Executive team and Trustees committee members to develop and review RBL's strategic goals, plans and initiatives.
- Supports the BPTTC to ensure that RBL complies with all laws, legislation and corporate governance standards.
- Review and approve corporate policies and procedures relevant to the BPTTC.
- Be assured on the integrity of financial information and that financial controls and systems of risk management and robust and defensible.
- Assess and monitor RBL's risk profile, including financial operational, legal and reputational risks and provide insight in risk mitigation strategies.
- Engage with relevant stakeholders, including staff, members, external agencies and partners to promote RBL's purpose, where appropriate.
- Promote ethical behaviour including diversity of RBL's communities, uphold RBL's values and promote the standards of behaviours RBL expects of all its colleagues.
- Participate in collective responsibility and decision making, alongside a understanding of the requirement to unite behind BPTTC decisions and accept this as binding.
- Act appropriately in relation to perceived/real conflicts of interest and declare any conflicts of interest.
- To uphold confidentiality, remain independent and act in a personal capacity and not as the member of a community or organisation.

PERSON SPECIFICATION

PART ONE

KNOWLEDGE AND EXPERIENCE

- Senior level experience in a legal context with knowledge of property and/or charity law.
- Understand the financial responsibilities and requirements of organisations that operate as a charity.
- An understanding of good corporate governance in the charity sector.
- An understanding of relevant legal frameworks and the fiduciary responsibilities expected of an Independent Committee Member.

PART TWO

SKILLS AND ABILITIES

- Ability to focus on strategy and be able to distinguish the strategic from operational issues.
- Experience of working in a senior team, able to digest and understand board papers, and understand a brief around a complex issue.
- Strong listening skills and contribute relevant points crisply and succinctly to discussion.
- Excellent influencing skills, well developed interpersonal skills and good power of judgement, insight and vision.

PART THREE

LEADERSHIP STYLE AND BEHAVIOURS

- The interest and commitment to develop a basic understanding of the types of RBL welfare service provisions, their scope and their impact.
- A clear and demonstrable commitment to the principles of Diversity, Equality and Inclusion.

RBL is committed to creating a diverse and inclusive organisation, reflecting the diversity of the armed forces community and of wider society. We welcome applications from people of all backgrounds and personal characteristics.



DIVERSITY, EQUALITY, AND INCLUSION

OUR AMBITION

The RBL has always been made up of many parts and we are almost unique in our ability to bring together nations, communities, and individuals in support of our Armed Forces community. Bringing people together is core to Remembrance and our mission.

As the Armed Forces community and society continue to evolve, we need to evolve too. We are the largest UK Armed Forces charity with thousands of passionate staff, volunteers, and members, and we have a responsibility to take the lead and lead by example.

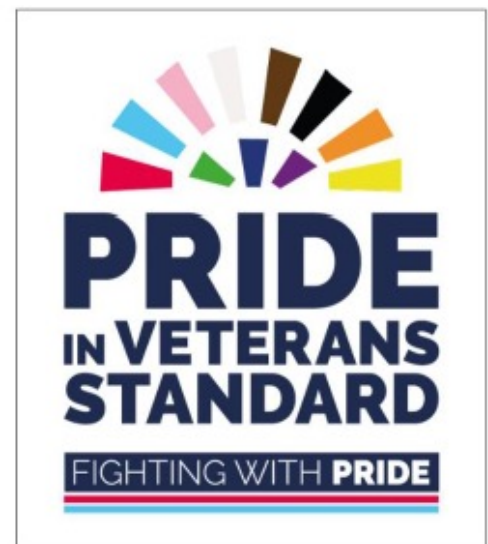
OUR COMMITMENTS

- We will ensure our leaders play a visible role in fostering a positive and inclusive culture
- We will provide opportunities for everyone, no matter their role at RBL, their background, or personal characteristics
- We will support our members in building diverse and inclusive communities
- We will enable everyone to reach their potential and receive the service or recognition they deserve
- We will showcase diverse role models and celebrate our differences, working with key stakeholders and partners to share best practice

DRIVING CHANGE AND CONTINUING PROGRESS

We believe that the compassion, understanding, and service we show each and every individual should be reflected in the way we all support, respect, and include every individual who works with us. We want everyone involved in our work or receiving our services, to feel proud to contribute to or be part of a diverse and inclusive organisation.

We recognise that we still have a long way to go to ensure that we make the RBL a truly great and inclusive organisation to work for and be part of so we have set out our commitments to provide a clear path to deliver this ambition. We will keep listening, learning, and sharing our progress and impact.



TERMS OF APPOINTMENT

REMUNERATION

This role is offered on a voluntary basis. Reasonable expenses incurred in the course carrying out the role will be reimbursed by the organisation.

LOCATION

Virtual

TIME COMMITMENT

Meetings held virtually every two months for 2 hours.

TERM OF APPOINTMENT

Fixed-term appointment - up to 3 Year Period (Maximum 3 terms of 3-year term, re-appointment required for each term).

CANDIDATE BACKGROUND CHECKS

- Check on Insolvency Register
- Disqualified as a Director
- Bankruptcy check
- Enhanced DBS Check

HOW TO APPLY

To make an application, please go to <https://starfishsearch.com/jobs/rbl-indep-committee-member/> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A covering letter that sets out your motivation for the role and describes the specific experience you can bring to the appointment.

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Deadline for applications is **Friday 12th December 2025**.