

VACANCY FOR A NAPS MEMBER TRUSTEE (CABIN CREW) Second Invitation

An opportunity to get involved – your pension scheme invites you to apply for a challenging & interesting role

CABIN CREW VACANCY

The Trust Deed of the New Airways Pension Scheme (the Scheme) specifies that subject to any vacancies that arise there shall be six employer appointed Trustees and six member nominated Trustees.

As a result of Mr Adrian Smith (Cabin Crew constituency) retiring as a Trustee with effect from 31 March 2016, a vacancy for a NAPS Member Trustee to be elected from the current NAPS membership (Cabin Crew constituency) falls due from 1 April 2016. A notice seeking nominations was issued in December 2015. However as no nominations were received the Trustees of NAPS are again seeking nominations. The term of office for a Trustee is currently a period of between five and five and a half years.

If you are a current employee in the Cabin Crew constituency, are an active member of NAPS and wish to consider becoming a Trustee, please read this notice as it provides information about the role and how to stand for election.

SUMMARY OF DUTIES

The duties of a Trustee are wide ranging and involve considerable responsibility. You would be ultimately responsible for administering the fund in accordance with the Trust Deed & Rules, the law of trusts and Pensions legislation. One of your duties as a Trustee will be to familiarise yourself with the Rules of the Scheme and you would be expected to attend and take part in regular

meetings of the Board and Committee meetings. As preparation for each meeting you will be provided with detailed online briefing papers and background documentation which will require you to spend some time reading and making sure that you understand the technical material.

To obtain further details of the nature of the role of a Trustee you should refer to the Pensions Regulator's website: www.thepensionsregulator.gov.uk/trustees. This will give you further guidance and an overview on the duties and responsibilities of trustees and the role that you would be expected to undertake as a Trustee.

TRAINING & SUPPORT

Newly appointed Trustees will be provided with comprehensive training and support. During the course of your appointment you will be required to participate in the ongoing Trustee training programme. The Pensions Regulator's Code of Practice on Trustee Knowledge and Understanding has formalised knowledge requirements for trustees and you will be encouraged to attend courses leading to qualification for the PMI (The Pensions Management Institute) Award in Pensions Trusteeship.

The Pensions Regulator's website will also provide further information and advice on learning and in particular you may wish to refer to the online e-learning programme which is under the 'Trustee Toolkit' section of the website.

HOW TO APPLY

If you are interested in the position please contact **Monica Gupta** at **Whitlocke House** on **020 8538 2139** to request an application pack, which includes a nomination form and a declaration form.

You will need to prepare an election statement, complete a declaration form and nomination form and obtain the signatures of 20 supporters who are current NAPS members and eligible to vote in the Cabin Crew constituency.

Completed declarations, nomination forms and election statements must be received at Whitlocke House by 5.00 pm on 11 April 2016.

If only one application is received for the vacancy, the nominated person will be appointed from 11 April 2016. If more than one application is received then a ballot will take place with the nominee receiving the highest number of votes being appointed from 1 June 2016. If however no nominations are received a notice similar to this notice will be issued again at least once every three years.