

Please return your completed Application Form to:
pension.board@derbyshire.gov.uk

Or alternatively post to:
Compliance and Communications Team
Derbyshire Pension Fund
County Hall
MATLOCK
DE4 3AH

 Derbyshire
Pension
Fund

 lgps

Role Description: Derbyshire Pension Fund - Pension Board Scheme Member Representative (Voluntary)

Closing date: 31 July 2026

Derbyshire Pension Fund has a vacancy on the Pension Board for a voluntary Local Government Pension Scheme (LGPS) Member Representative. The successful applicant will be an active, deferred or pensioner member of the Fund.

The Pension Board plays a vital role for Derbyshire Pension Fund in terms of its governance arrangements. The Board oversees and supports the Administering Authority, Derbyshire County Council and the Pensions & Investment Committee, in its responsibilities for managing and administering the LGPS for over 98,000 members and over 400 participating employers.

This vacancy provides Derbyshire Pension Fund members with a rare opportunity to influence how their pension scheme operates.

The Board consists of 2 member representatives, 2 employer representatives and an independent Chair.

As a Pension Board Scheme Member Representative, you will play an important role in the governance and administration of the Fund on behalf of our scheme members by helping to ensure that it is managed efficiently and professionally.

Your responsibilities will include:

- Attending approximately 4 meetings per year and induction/training sessions where required
- Supporting Derbyshire County Council in its role to administer the Fund and comply with relevant laws, regulations and codes of practice relating to the LGPS
- Representing the views of scheme members to the Board
- Adequately preparing for meetings and your role on the Board by ensuring that:
 - all circulated papers are read in a timely manner
 - advice and clarification is requested promptly
 - your own training needs are identified and are met through training courses
- Ensuring your own understanding of roles and responsibilities and be fully conversant with the Board's Terms of Reference

- Ensuring that the regulations around conflicts of interest reporting are fully adhered to
- Acting in accordance with the Council's Code of Practice for elected representatives and officers
- Contributing to review and appraisal of the Board's performance
- Acting with political impartiality in carrying out the obligations of Derbyshire Pension Board

More information about the [Pension Board](#) is available on the Fund's website.

Applications are welcomed until 31 July 2026.

This post is unpaid and will commence from October 2026.