



Chair of the Board & Trustee

Candidate Pack

June 2019



About us

We are a Bath based charity founded in 2014 by women who have experienced Domestic Abuse. We provide peer support and recovery programmes specifically for women who are experiencing or have experienced Domestic Abuse. VOICES is a platform which enables the voices of victims and survivors to inform and improve service provision, in response to their needs.

What we do:

- Provide community-based recovery and empowerment programmes for women with experience of domestic abuse: The Freedom Programme and MATES Social Group
- Provide a therapeutic and welcoming space for survivors to meet and support one another
- Provide 1 to 1 advice and counselling
- Offer bespoke training and consultation based on survivor insights, to professionals and organisations
- Raise awareness of the nature and impacts of domestic abuse, and of the needs of survivors and their families

“Talking to other survivors has helped me find myself again.”



CHAIR OF THE BOARD

Voices is looking for a new Chair of Trustees to take the charity to the next level.

Role summary

This is a fantastic opportunity to join a growing organization which provides an essential service for people who are experiencing or have experienced Domestic Abuse. Your leadership and expertise will enable our organization to continue expanding its services and reach out to more survivors.

As a Chair you will represent Voices and build relationships with the community by being an active champion of Voices' work, with a view to promoting and gaining support for our services.

You will provide leadership and direction to the Board of Trustees and enable the Board to fulfill their responsibilities for the overall governance and strategic direction of the organisation. In addition, you will be responsible for ensuring that the organisation pursues its objects as defined in its governing document, charity law, company law and other relevant legislation/regulations.

The Chair will also work in partnership with the chief executive and other staff members and facilitate the board of trustees in stimulating excellent, well-rounded and carefully considered strategic decision-making.

Person specification

Essential

- Prior experience in a leadership role, ideally in the charity sector
- Commitment to and strong interest in the work undertaken by Voices
- Willingness to devote time to carry out responsibilities
- Strategic and forward looking vision in relation to Voice's objects and aims.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship and adhering to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Good, independent judgement, political impartiality and the ability to think creatively in the context of the organisation and external environment.
- Good communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Balancing tact and diplomacy with willingness to challenge and constructively criticise.

Desirable

- Experience of working in refugee, mental health, or domestic abuse contexts
- Good networker

What difference will you make?

Voices began operating in 2014 and since then the organisation has seen steady growth, which is also felt in the demand for its services. Your leadership and experience will be essential in getting the organisation to the next level of expansion and ensuring that users continue receiving the holistic support they need.

What's in it for the volunteer?

This is a wonderful opportunity to contribute to establishing the future of an organisation that has its clients at its heart. It is a unique chance to gain satisfaction from being involved in a fast growing organisation during an exciting new chapter in its history. You will be joining a positive and committed team of individuals, which includes both the work team and trustees. You will be making a big difference to people's lives.

Time commitment

- The Board meets every quarter (meetings last 2-3 hours)
- The Chair is expected to be available a couple of hours a week.
- It is important that the chair is available to the chief executive/senior paid staff members
- In addition to board meetings, other contact – usually electronic or by telephone – may be necessary.



TRUSTEE

Voices are looking for an experienced professional with a legal background to serve as a Trustee. You will have an interest and empathy with our purpose to help us expand our services.

Role summary

- Taking a lead role on the Board for legal and compliance matters.
- To provide the Board of Trustees and members of staff with guidance for legal matters with the charity, where appropriate to experience, and to liaise with external advisors if required, ensuring that the charity is kept up to date and informed of any changes and updates to its legal obligations.
- Review policies and risks annually with the Chair and other Trustees, giving advice on any legal implications they may present.
- Where appropriate to experience, the provision of ad hoc legal advice including in relation to commercial agreements, property law and charity law.
- Set, shape and deliver key objectives from the charity's strategic plans, alongside fellow Board members and the management team.

Person specification

You must be willing to promote openness and accountability, always holding the charity's best interests to heart.

- A solicitor or barrister with a current practising certificate, qualified in England and Wales or Scotland, with relevant experience or a legal professional with knowledge of current legal practice.
- An understanding of the UK charity sector, good governance, Charity Commission, Companies House requirements, relevant legislations and statutory requirements.
- An understanding of the challenges facing small UK charities in respect to legal compliance
- Able to operate at senior management/strategic level, with time to commit consistently
- Ability to work as a team member

Desirable

- Experience in strategy, organisational development and steering organisations through a process of growth is highly desirable.
- Knowledge and understanding of the UK charity and voluntary sectors.
- Experience of being part of a board or committee

What difference will you make?

You will be a key player in the next stage of growth for our services, one of which involves providing legal support to our clients. Your skills and expertise will enable us to confidently plan and execute putting in place these high-demand services and ensure our users can access the support they need.

What's in it for the volunteer?

You will experience being involved in a very exciting new chapter of our history and expansion of our services. You will play a key role in making it possible. This will give you the opportunity to showcase your expertise for the benefit of our clients.

Time commitment

- The Board meets every quarter (meetings last 2-3 hours)
- In addition to board meetings, other contact – usually electronic or by telephone – may be necessary.

How to apply

In order to apply, please submit your CV and a covering letter stating why you wish to join the organisation, what skills and experience you will bring to the board, directly addressing the person specification, and any other relevant information.

Applications must be made via TrusteeWorks in the first instance.

Please email applications to: trusteeworks@reachvolunteering.org.uk

CONTACT REACH

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Amplifying the  **VOICES** of survivors