

TRUSTEE CANDIDATE PACK



**ROYAL FREE
CHARITY**

Registered charity no. 1165672

CONTENTS

Welcome letter from our chair	03
About us	04
The strategic objectives	05
Role profile	06
Person specification	09
How to Apply	10

Front cover photo: pictured at the opening of the Pears Building, our £60 million project to create a bespoke home for the UK's most advanced research into the human immune system: Caroline Clarke, Royal Free London group chief executive, Professor Hans Stauss, director of the UCL Institute of Immunity and Transplantation, and Jon Spiers, chief executive of the Royal Free Charity. The Pears Building is a symbol of what we can achieve at the intersection of visionary leadership in medical research, health service delivery and philanthropy.

WELCOME

Thank you for your interest in the trustee role at the Royal Free Charity.

The Royal Free Charity is an independent charity that exists to support our hospitals, NHS colleagues, patients and researchers.

Our hospitals need us now, more than ever, and as we consolidate our position as a proudly fundraising-focused organisation, we are looking for an experienced and committed individual to join the board and contribute their skills and expertise, working with us to take us through to the next stage of our development. This role offers a tangible opportunity for the right person to make a major contribution to our ambitious programme of growth and development and our future success.

The closing date for applications is on Friday 18 September 2026, 5 pm. Formal interviews will take place in person at the charity's Hampstead office, on the w/c 12 October 2026. We expect the new trustee in post by 1 January 2027.

If you would like to have an informal discussion with me about this position, please contact bex.bakare@royalfreecharity.org who will arrange this. This is an exciting time to be joining the board of the Royal Free Charity, and we look forward to receiving your application.

Judy Dewinter MBE
Chair, Royal Free Charity



ABOUT US

Our vision

Our vision is for everyone served by the Royal Free London NHS Foundation Trust (RFL) to have access to world-leading healthcare, delivered by a thriving workforce and driven by medical research that has a global impact. We support the 17,000+ staff of the RFL and their 2 million patients across Barnet, Chase Farm, North Mid and Royal Free hospitals and more than 30 NHS services.

What we do

Through the services the charity provides, and the programmes, research and equipment we fund, we make a profound and immediate difference to patients' experiences of care.

Our patient support teams enhance the hospital journey for all patients – whether they live locally or come from further away to access the trust's specialist services.

Our support of the Royal Free London workforce enables staff to perform at their very best. Spanning individual professional development and training through to organisation wide interventions, our initiatives bolster employee resilience and mental health so staff can achieve the best outcomes for patients.

We fund ground-breaking research with the potential to change people's lives, whether it's through our grant programmes, commissioned research or delivering major capital funding appeals.

We deliver solutions that simply couldn't happen without us, from leading the construction of the Pears Building - a bespoke home for the UCL Institute of Immunity and Transplantation - to acquiring the UK's first Quadra PET-CT scanner.

Our approach

We are a solution-focused strategic partner to the RFL, helping our hospitals to go further and faster than the NHS could do alone. We believe funding decisions should be made based on strategic priority and impact, with a strong focus on co-production. We invest in:

- enhanced support for patients
- vital support for our staff
- ground-breaking research and innovation
- cutting-edge medical equipment

The generosity of our donors, fundraisers and volunteers enables us to do this.

OUR STRATEGIC OBJECTIVES

1

Drive local impact across RFL through an equitable, clinically aligned, responsive and sustainable patient support and grants offer, aligned to local fundraising.

2

Grow our impact for cancer patients through the cancer centre campaign and additional grants for targeted cancer equipment, facilities and research investments beyond RFH.

3

Deepen our grants impact through refocusing staff and patient spend and shifting research investment towards later-stage R&D and innovation.

4

Deliver social impact through a strengthened commitment to anti-racism and working towards a net zero carbon target for the charity.

5

Fund increased impact in all areas through greater property and commercial income and increased unrestricted fundraising income.

ROLE PROFILE

Role title:

Trustee (with Fundraising expertise)

Accountability:

Trustees work under the leadership of the Chair and are collectively and individually accountable as members of the Board. Trustees do not hold executive authority but provide strategic oversight, guidance and challenge to the Executive.

Overall purpose:

As a Trustee of the Royal Free Charity, you will play a central role in ensuring the organisation is well governed, strategically focused and able to deliver meaningful impact for patients, staff and communities.

The Board is responsible for the overall governance and strategic direction of the charity, ensuring that it operates in accordance with its governing documents, charity law and regulatory requirements.

Within this, we are seeking a Trustee with particular experience in fundraising and income generation, who can bring insight, challenge and support to help the charity grow its income and strengthen its supporter relationships.

Role title:

Trustees share collective responsibility for the success of the charity. This includes:

- Ensuring the charity is carrying out its purposes for the public benefit
- Complying with the charity's governing document and relevant legislation
- Acting at all times in the best interests of the charity
- Managing the charity's resources responsibly
- Ensuring accountability and transparency in decision-making



Key responsibilities:

Trustees are expected to contribute actively to the work of the Board.

This includes:

- Preparing for, attending and participating in Board and committees meeting
- Contributing to the development and oversight of the charity's strategy
- Monitoring organisational performance against agreed objectives
- Ensuring appropriate financial stewardship, risk management and internal controls
- Setting clear limits of authority for individual staff in matters such as approving expenditure, investments and contracts
- Approving budgets and forecasts and monitoring results on a regular basis
- Determining whether the charity has proper reporting and internal control systems and appropriate policies on matters such as health and safety
- Establishing and monitoring policies to ensure that the charity's financial position is protected, the charity is able to meet its debts as they fall due, its assets are properly safeguarded and that it has appropriate insurance arrangements
- Approving the annual report and accounts
- Taking part in the appointment and appraisal of the chief executive
- Ensuring that the board has an appropriate risk management framework and that related risk management policies are followed
- Supporting the charity's fundraising endeavours
- Supporting and constructively challenging the Executive team
- Safeguarding the reputation and values of the charity

Trustees also act as ambassadors for the charity, helping to promote its work and strengthen its external relationships.

Additional responsibilities as a fundraising trustee

In addition to the core trustee role, this position will bring specific expertise to support the charity's fundraising ambitions.

This includes contributing at a strategic level to the development of a sustainable and diversified fundraising strategy, the growth of income across key areas such as community, individual giving, philanthropy, trusts and foundations, corporate partnerships, digital giving, legacies and the planning and delivery of campaigns and appeals.

The Fundraising Trustee will also help foster a strong fundraising culture at Board level. This may include:

- Supporting introductions to potential donors or partners
- Attending and, where appropriate, supporting fundraising events
- Providing insight into donor engagement, stewardship and fundraising best practice



Time Commitment

Four Board meetings per year (approximately three hours each), plus one annual strategy day. Trustees are also expected to participate in sub-committee meetings and prepare for all meetings.

In addition, there may be occasional involvement in events or stakeholder engagement. The overall time commitment is expected to be in the region of 10-15 hours per month, depending on activity.

PERSON SPECIFICATION

We are seeking an individual who can bring both strong governance capability and specialist fundraising expertise to the board.

Experience, skills and knowledge

- Senior-level experience in fundraising, income generation or a related field
- Experience of developing or contributing to fundraising strategy
- Strategic thinking and ability to contribute to long-term planning
- Good, independent judgement and ability to challenge constructively
- Strong interpersonal and communication skills
- Understanding of trustee responsibilities and governance
- Ability to analyse proposals and assess financial and strategic implications

Desirable

- Experience of philanthropy, community fundraising, and capital campaigns
- Experience in communications, PR or digital engagement
- Commercial or entrepreneurial experience
- Access to relevant networks
- Experience in healthcare or complex organisations

Personal Attributes

- Strong commitment to the mission and work of the Royal Free Charity
- Integrity, accountability and collaborative approach
- Willingness to contribute actively to Board discussions
- Confidence to speak openly while respecting collective responsibility

Diversity and Inclusion

We are committed to building a diverse and representative board and strongly encourage applications from individuals from underrepresented backgrounds, including those from ethnic minority communities and those who may not have held trustee roles previously.

HOW TO APPLY

The closing date for this role is Friday 18 September 2026, 5 pm. To apply, we welcome a CV and cover letter detailing your interest in the role.

Please send these to bex.bakare@royalfreecharity.org

If you would like to have an informal conversation with our chair before applying, please contact Bex Bakare - bex.bakare@royalfreecharity.org to arrange a suitable time.

Accessibility is incredibly important to us. If you would like any accessibility amendments or support throughout the application and interview stage, please don't hesitate to let us know. No question or request is too big or too small. We want this experience to be comfortable and enjoyable and a chance for you to bring your best self to the process.

Shortlisted candidates will be notified during the week beginning 5 October 2026. Please ensure that we have details of how we can contact you during business hours.

Formal interviews will take place in person at the charity's Hampstead office on the w/c 12 October 2026.

We look forward to receiving your application.



THANK
YOU



ROYAL FREE
CHARITY

Registered charity no. 1165672