



Trustee information pack



About the Blood Cancer Alliance

There are around **240,000 people living with blood cancer** in the UK.

Together, blood cancers are the **fifth most common type of cancer in adults**, the **most common cancer amongst children** and the **third most fatal cancer**. Together, they claim more lives every year than breast or prostate cancer, however they remain widely unknown. Those living with one of these cancers face unique challenges whilst undergoing diagnosis, treatment and on-going care.

The Blood Cancer Alliance is a charitable incorporated organisation (CIO), run by a group of UK blood cancer charities, known as our members. **Our vision is to see all people with blood cancer live longer, better lives**. Together, we are going to change the conversation around blood cancer in order to improve diagnosis, treatment and care.

The Blood Cancer Alliance has been in existence as an informal alliance for many years, using an external secretariat to support the members. It became an independent charity in April 2023, recognising both the need to have clearer governance over its activities as well as increase the resource available to it to achieve its goals.

In April 2024, we published the Blood Cancer Alliance's first 5-year strategy. This has updated our mission and vision, ensuring it is clear why the membership organisation exists.

We believe that effective engagement with policy makers is vital if we are to achieve that goal. To this end, we have adopted five strategic goals as part of the strategy- three which represent the changes we want to see for patients, and two representing the changes we would like to see in policymaking that will facilitate these improvements in diagnosis, treatment and care:

Our goals for blood cancer patients:

- Diagnosis is improved for all blood cancer patients
- All blood cancer patients have access to kinder, better treatments, trials and care across the UK
- Health inequalities do not influence access to diagnosis, treatment and support

Our goals for UK cancer policymaking:

- Blood cancer is recognised as a common cancer
- Blood cancer is addressed in national cancer strategies, plans and policies

You can read more about our 5 year strategy here:

<https://www.bloodcanceralliance.org/our-fiveyear-strategy>.



Welcome from the Chair

Hi, I'm Sam. In my day job, I work for an international disability rights charity called Motivation as their Senior Partnerships Manager, and have over ten years experience in fundraising and strategic partnerships, primarily for cancer care and research charities. I am keen to support the Blood Cancer Alliance to increase and diversify its income in the next few years, so it can serve both its members and blood cancer patients as effectively as possible.

I have lived experience in losing a loved one to cancer, and I am very keen to welcome anyone who is passionate about campaigning and advocating for blood cancer patients, who are traditionally underserved by the current health system. Whatever skills you may have, please get in touch if you share this passion too.

Here are the rest of the team:

Charlotte is 30 years old and is an employee of a Blood Cancer Alliance member charity, Leukaemia Care, as Policy and Evidence Manager. She has worked in the blood cancer charity sector for 6 years since leaving university and prides herself on a deep understanding of the needs of leukaemia patients. She is also a member of the Blood Cancer Alliance Policy Leadership Group, chairing this group until recently, helping the Blood Cancer Alliance team conduct their day-to-day work to make change for blood cancer patients. She joined the trustee board in order to learn new skills and gain experience in leadership. In her spare time, Charlotte likes to spend time with her rescue dog Lucie and crochet socks.

Monica is an employee of the member charity Leukaemia Care too, where she works as their Chief Operating Officer. Monica has many years' experience in charity governance and safeguarding, which has been essential to setting up the Blood Cancer Alliance to run safely and effectively.

Role description for Trustee of Blood Cancer Alliance

The Blood Cancer Alliance is approximately 2 new trustees to join the trustee board. The final number will be determined by how the skills of applicants match our needs.

Why become a trustee?

Becoming a trustee for the Blood Cancer Alliance could benefit you in a number of ways:

- To gain new skills, especially in leadership
- To learn new information, such as about charity law and governance
- To donate your time or expertise to a good cause
- Apply your skills in a new context

We would love to hear from you, whatever your motivations.

What do our trustees do?

A trustee has several legal duties which are essential to the running of the charity according to charity law. These are:

- Ensuring that the Blood Cancer Alliance pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- Ensuring that the Blood Cancer Alliance complies with its governing document (ie its trust deed, constitution or memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- Ensuring that the Blood Cancer Alliance applies its resources exclusively in pursuance of its charitable objects (ie the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensuring that the Blood Cancer Alliance defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of the Blood Cancer Alliance
- Ensuring the effective and efficient administration of the Blood Cancer Alliance, including having appropriate policies and procedures in place
- Ensuring the financial stability of the Blood Cancer Alliance
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive (if the charity employs staff)

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This



may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Desirable skills

We welcome applications from anyone who feels they have skills and expertise to offer the charity. The current trustee board has identified the following skills in a trustee that would be useful to the Blood Cancer Alliance at present. We do not expect these to come from a single trustee and they are not essential for all applicants.

- Financial management and accounting
- Audit
- Charity law and governance
- Lived experience as a patient, family, friend, carer or otherwise close to someone affected by a blood cancer

Knowledge of the charity sector, particularly health charities, is also desirable.

Person specification

As well as specific skills, trustees are expected to demonstrate the following characteristics:

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Flexibility and willingness to try new things
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

What to else to expect from the role

In order to carry out the duties above, the trustees meet quarterly. These meetings are all currently being held online, although it may on occasion be useful to meet in person. Plenty



of notice will be given and a location will be chosen that is central as possible to all trustees. Expenses will be covered. The trustees also meet informally to discuss progress on actions

Additionally, the trustees are required to attend an AGM with the members of the charity, held in September or October annually.

It is also essential that you have adequate time to prepare for meetings, such as reviewing board papers and responding to emails discussing the agenda or other issues.

Overall time commitment: 1-2 hours a month, concentrated around the meetings. There may be up to 2 hours more per month in the 1st year, as we are a new organisation still creating policies and procedures.

You will receive training for the role and no previous experience as a trustee is required, although this is desirable.



Trustee recruitment process

The trustees are available for an informal discussion of the role before applying. Please contact trustees@bloodcanceralliance.org to request this.

Please apply by XXXX. Applications should include a CV and a cover letter explaining the person's suitability for the role.

Trustees will be asked to attend a short interview w/c 26th August 2024 or w/c 2nd of September, with the Chair of Trustees or one other trustee and one of the CEO co-chairs.

Applicants that are successful at interview will then be asked to shadow a trustee meeting, due to be held on the 13th of September. This is not essential but highly recommended. Trustees should also be available for a virtual AGM on the 3rd of October between 11am and 12pm, so they can be voted in by the members, according to our governing document. Please speak to the Chair of Trustees if you are unable to do either of these activities.

Terms of office

Trustees are appointed at the AGM annually. At each AGM, the longest serving trustees totalling 1/3rd of the board must nominate themselves to step down. They can be re-elected if they so wish, or the board can present alternative candidates for members to approved. There is currently no set term, but a minimum commitment of 2 to 3 years by each trustee is preferable to give certainty to the organisation.

This is a voluntary position, but reasonable expenses will be reimbursed.