



Chair

Candidate Information Pack

May 2024

Welcome from our Director

As the Founder and Director, I am writing to invite you to consider becoming the Chair of C3, an award winning charity working to make it easier for people to lead healthy lives.

With a presence spanning the UK and internationally, we are pleased to see the increasing global recognition that chronic disease prevention is a critical issue, but there is still much more to do.

We are looking forward to working with a new Chair. We are not necessarily looking for an expert in public health but someone who shares our vision for helping people to live healthier lives. Someone enthusiastic who is willing to learn, collaborates effectively, demonstrates emotional intelligence, and engages fully with the aims and objectives of our organisation. We hope the new Chair will bring new ideas and challenges and help us find new networks and supporters to reach more people and increase our capacity to promote health and prevent chronic disease.

Many thanks for your interest in C3.

Christine Hancock

Who we are

Imagine a world where people are not dying from preventable chronic disease.....because they find it easier to live healthy lives.

C3 Collaborating for Health is a charity founded in 2009 by our Director, Christine Hancock.

C3's vision is a world where no one dies of preventable chronic disease, because they find it easier to live healthier lives. Each year, 41 million people die from chronic disease, at a global cost estimated to reach \$47 trillion by 2030. Cardiovascular disease, some cancers, diabetes and chronic lung disease are the biggest causes of death globally every year, yet most cases are preventable.

Our mission is to bring communities together to create changes that make it easier to live healthier lives: to improve what they eat and drink; to stop tobacco use, and to do more physical activity.

We work in the UK and internationally to tackle the epidemic of chronic disease that causes three-quarters of deaths worldwide. Our work focuses on the prevention of these diseases: by creating collaborations to improve what we eat and drink, increase physical activity and stop tobacco use, millions of premature deaths could be avoided across the world each year.

C3 is about connecting communities, raising awareness and changing lives. We work with many different communities, health professionals and organisations to help people better understand the risk factors for chronic disease - also called non-communicable disease, or NCDs - and be empowered to take actions to live more healthily.

Although based in London, we pride ourselves on being a global NGO with international projects, and often call on our global network of over 3,000 contacts from 85+ countries for advice and to share news and best practice.

You can find out more about our work at our [website](#) and by reading our [latest annual review](#).

In 2017, C3 was awarded the renowned Archon Award by Sigma Theta Tau International for exceptional leadership in advancing health in the world. Previous recipients include Dame Cicely Saunders, Sir George Alleyne, Save the Children and the Aga Khan.

Background to recruiting a Chair

This is a time of transition for C3. Having founded the charity in 2009, and after an illustrious career spanning many decades in national and international health leadership roles, Christine plans to stop working full-time with C3 in the coming 12-24 months. Like many charities, during the past few years, we have found securing the financial resources to pursue our charitable goals to be challenging, and we recognise that these turbulent times continue for all.

In this context, our Board is clear that 'business as usual' is not an option for C3. We need to find new and financially sustainable ways of continuing our valuable work.

We are seeking a new Chair who will lead the organisation through this period of transition, enabling us to consider our strategic options and follow through with our agreed course of action. We are open to the possibility that this may involve different ways of working, new strategic partnerships or merger. What is most important to us is that we build on the significant achievements of C3 to date, and make a clear and meaningful contribution to chronic disease prevention in the future.



Our Board of Trustees

Our Board is a knowledgeable and dedicated group of voluntary Trustees who govern our work, help determine strategy and provide guidance about how to make living healthy lives easier for all. In addition to quarterly board meetings, our Trustees also meet regularly for strategy development and finance committee meetings. Each Board member serves for three years and is able to serve three terms.

We currently have six Trustees on the Board, one of whom is acting as interim Chair until our new Chair joins.

You can find more information on our Trustees [here](#).

Chair opportunity

As mentioned above, we are looking for someone who can lead us confidently through this period of change. Our new Chair is likely to be an experienced Trustee or Board member, ideally with chairing experience.

You will be dedicated to our vision and mission and have a passion for prevention. You will be an active participant in our future strategy and direction, with excellent leadership and interpersonal skills with experience in working collaboratively and persuasively to achieve a common aim. An understanding of the resources of a small charity, albeit one that punches above its weight, would also be helpful.

What you will get

Sitting on a Board can be an absorbing experience, not least because it allows you to adapt and apply your skills, knowledge and experience in an entirely new setting. Even for people with previous experience of leading a Board, the Chair role can continue to provide opportunities to learn new skills. Understanding how to adapt your professional knowledge to useful and impactful ends is a good reminder of your own versatility, giving you confidence in your existing abilities whilst challenging you to push the boundaries of your expertise.

Role description: Chair

Main purpose of the role

The Chair will lead the Board by working closely and constructively with C3's Director and the other Trustees to ensure the clear strategic direction, effectiveness and good governance of the charity.

Key responsibilities

- Providing leadership to Trustees in setting strategy, agreeing policy, monitoring performance and ensuring effective governance.
- Ensuring a clear strategic direction for the charity.
- Leading the Trustees to provide strategic oversight, ensuring that the agreed strategic direction is actively pursued through a clear course of action.
- Ensuring the C3 Board understands and follows the principles of good charity governance.
- Acting as an ambassador and champion for C3, including using own networks to help secure financial and other resources in pursuit of C3's vision, mission and strategic objectives.
- Representing C3 externally, including potentially in discussions regarding possible strategic partnerships or mergers.
- Chairing and efficiently conducting business at meetings and ensuring all Trustees contribute to discussions and decision-making.
- Ensuring good communication between Trustees, and between the Board and Director.
- Maintaining a strong, constructive working relationship with the Director; providing both appropriate support and appropriate challenge.
- Fulfilling all the responsibilities and duties of a UK charity Trustee.

With the Director

- Steering C3 through a period of transition in pursuit of an agreed strategic direction.
- Ensuring that C3 continues to deliver its charitable objectives in ways that are impactful.
- Planning the annual cycle of Board meetings, and other meetings when required.
- Setting agendas for Board and other meetings.
- Developing the Board of Trustees including induction, training and collective Board development.
- Fostering a positive organisational culture for C3's Trustees, staff and associates.

Person specification

Essential

- Enthusiasm for C3's vision and mission.
- Strategic thinker with experience in leading organisational strategy development.
- A person with independence of thought and judgement, who is willing to speak their mind whilst also operating with sensitivity, tact and diplomacy.
- Understanding of the responsibilities, duties and liabilities of a charity Trustee, and good governance.
- Experience in leading and motivating others through periods of transition.
- Ability and willingness to act as an ambassador, represent C3 externally and influence and advocate for C3 and our work. Willingness to use own networks to create opportunities to increase C3's funding, reach and influence.
- Ability to commit the time required to carry out the role, including building relationships internally and with external contacts and strategic partners.
- Credibility and the ability to build respectful relationships with C3 Trustees, Director, staff, associates and external stakeholders.
- Ability to work positively and constructively with the Director, recognising each other's mutual accountability, respective leadership roles and expertise.
- Ability to hold the Director and team to account for the operational delivery of C3 strategy and priorities.

Desirable

- Experience in a leadership role of developing strategic partnerships and/or mergers between different organisations.
- Experience in chairing a Board.
- Experience in fostering the development of boards and/or committees.
- Leadership experience (trustee or executive) with a small charity, and understanding of the particular challenges that small charities face.
- Understanding of prevention and public health, in UK and internationally.

Important information

This is a voluntary position. Reasonable trustee expenses (e.g. travel) can be claimed.

The overall time commitment for the Chair is expected to be around 2-3 days per month, although this may fluctuate.

There are four full Board meetings a year. These are held in person in central London. Very occasionally, additional Trustee meetings may be held in person or online.

The Chair is expected to meet regularly (in person or online) with the Director.

The Chair should maintain regular communications with other Trustees e.g. by email, phone and online calls.

The Chair will also undertake some ambassadorial and representational work for C3 with external stakeholders and contacts, funders, and potential strategic partners.

If C3 does enter into discussions with another organisation about a potential merger, then the Chair will be expected to play a central role in such discussions.



How to apply

[Eastside People](#) is supporting [C3 Collaborating for Health](#) in the recruitment of this role.

Click [here](#) to apply by submitting your CV and cover letter.

Please use the cover letter (max 2 pages) as an opportunity to add to the information you have shared in your CV and ensure that you cover the following:

- Why are you interested in a Chair role, and why with C3?
- How can you contribute to C3 as our Chair? Please highlight relevant experience and demonstrate how your skills match the specific requirements of the role as set out in the role description and person specification?

If you would like a call to discuss the role in more detail, please email Bernice at bernice@eastsidepeople.org to arrange a convenient time. Having a call of this kind will not influence the success or otherwise of your application.

We want you to have every opportunity to demonstrate your skills, ability and potential. Please contact us if you require any assistance or adjustment so that we can make the application process work for you.

The closing date for applications is **Mon 17th June** with online shortlisting interviews taking place that week. Face to face interviews with the recruitment panel at the C3 will take place in early July.

Eastside People are fully committed to equality of opportunity and diversity and work with our clients to ensure that we recruit inclusively, seeking to address the underrepresentation of some groups of people in leadership teams.



Eastside People

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