



KALEIDOSCOPE
INTERNATIONAL TRUST

**CHAIR OF KALEIDOSCOPE TRUST
BOARD ROLE DESCRIPTION AND PERSON
SPECIFICATION**





A note from our outgoing Chair, Simon Millson

After nine years on the Board, it is time for me to stand down and for the Board to appoint a new Chair who can take Kaleidoscope Trust to the next level in its mission to create a free, safe and equal world for all - a cause that deeply inspires me.

We've achieved a great deal since our founding in 2011.

Through our work, we have supported LGBTI+ organisations to decriminalise homosexuality, strengthened the relationships between activists, and encouraged governments to stand together to advance rights and freedoms. Our strong relationships with the UK, Canadian, and Australian governments have provided meaningful opportunities to influence global foreign policy and open up spaces of power to LGBTI+ activists and organisations.

But this slow and steady path of progress faces abrupt challenges: political change, less money for LGBTI+ organisations, and well-funded opposition. The decade ahead will see significant upheaval, which will undoubtedly challenge our ability to achieve our mission. A new Chair will need to support our new Chief Executive in reorienting our work and strategy in response to these challenges.

I have always believed the role of the Chair is to ensure the Chief Executive succeeds, and the role of the Board is to ensure the charity succeeds in its mission and goals. It is rarely plain sailing. Events happen. But if the relationships are healthy and the proper procedures and processes are in place, a charity should be able to weather most storms.



Simon Millson (he/him)



The Board at its most recent strategic away day, January 2025

Over my time at Kaleidoscope Trust, I've worked with four Chief Executives - Felicity, Paul, Phyll, and Alex. Each relationship is different, with the needs of each Chief Executive varying from person to person. But the constant is the need to focus relentlessly on our charitable aims and objectives. A new Chair will need to establish how they will not only manage a Board of amazing professional volunteers but also how to work successfully with our wonderful Chief Executive.

Looking back on my time at Kaleidoscope Trust, I am proud of raising funds close to £1,000,000, creating our first supporters' scheme, striking long-standing fundraising partnerships with crucial media partners, leading the development of our brand identity, diversifying the Board, and, collectively, supporting Kaleidoscope Trust through the Covid-19 pandemic, cost of living, and energy crises.

A new Chair will need to aim for new challenges and opportunities.

Do you have the will and skills to take the Kaleidoscope Trust to ever greater success?

ABOUT KALEIDOSCOPE TRUST

In 64 countries around the world, LGBTI+ people are criminalised because of who they are and who they love. In 29 of these countries, laws imposed during the British colonial era have yet to be repealed or reformed. In many others, the protective legislation and policy needed to close the gaps that enable discrimination and violence to take place remain to be adopted or implemented.



Established in 2011, Kaleidoscope Trust is a UK-based charity fighting to bring about positive legislative, policy and social change for lesbian, gay, bisexual, transgender, intersex, and gender diverse (LGBTI+) people across the Commonwealth and beyond. We fund, fight for, and empower those upholding the human rights of LGBTI+ people by working with governments, change-makers, and civil society organisations to effect meaningful and lasting change in the lives of LGBTI+ people. We do this principally through our research and evidence-based advocacy and our high-impact programmes in line with our vision towards a free, safe, and equal world for LGBTI+ people everywhere. We helped found and host the secretariats to two networks: the All-Party Parliamentary Group on Global LGBT+ Rights, which we helped found in 2015, and The Commonwealth Equality Network, of which we are a founding member. A significant result of our work was our contribution to influencing former Prime Minister Theresa May to express her deep regret for the legacy of discrimination and violence that colonial-era legislation continues to inflict on people across the Commonwealth at the 2018 Commonwealth Heads of Government Meeting.

ABOUT KALEIDOSCOPE TRUST, CONT.

Kaleidoscope Trust's partnerships with LGBTI+ organisations and communities across the Commonwealth have informed our approach to inclusion and equality, in the workplace and beyond.

We are an open organisation, committed to having great working practices that centre wellbeing, allow us to be agile, and enable all team members to have ownership over their work.

Given the scope of our work, we are committed to employing and nurturing a diverse range of people, and especially encourage applications from women, the vast and varied members of the LGBTI+ communities, and People of the Global Majority.

We are a charity working to uphold the human rights of LGBTI+ people, so a commitment to the freedom, safety and equality of marginalised communities is essential.



BACKGROUND



Kaleidoscope Trust has experienced tremendous growth in the last five years; the workforce has expanded from six employees to a team that is now twenty people strong. Our annual gross income has quadrupled in this time.

Since our foundation in 2011 – scaling up since 2017 especially – Kaleidoscope Trust has:

- Secured over £9.7 million from three governments (Australia, Canada, the UK) to support LGBTI+ rights work across the Commonwealth and beyond.
- Of this, we have injected nearly £2m in 114 subgrants directly to over 50 LGBTI+ civil society organisations and six coalitions, networks or alliances in nearly 40 countries in the Americas, Africa, Asia and the Pacific.
- Co-founded, developed and helped lead The Commonwealth Equality Network (TCEN) since 2013, the first and only LGBTI+ focused civil society network to sustainably advocate for LGBTI+ people in the Commonwealth and which now counts 72 organisations in 45 countries among its membership.
- Served as a co-chair of the Equal Rights Coalition (ERC), a network of 42 governments and over 150 civil society organisations working together to better protect and promote LGBTI+ rights at home and abroad, as part of the United Kingdom and Argentina's 2019-22 leadership.

At this exciting time for Kaleidoscope Trust, we are looking to find a candidate who can take on the role as Chair of the Board of Trustees to build on the charity's momentum, while handling the evolving opportunities and challenges of the organisation. The Chair provides strategic leadership of Kaleidoscope Trust in collaboration with the Board of Trustees and the Chief Executive Officer.

BACKGROUND, CONT.

Please note:

- All Board members at Kaleidoscope Trust, including the Chair, serve in a voluntary capacity.
- Reasonable expenses will be paid.
- Commitment will include quarterly Board evening meetings in Central London, quarterly sub-committee meetings, and regular discussions with the Chief Executive Officer.
- All Trustees are appointed for a term of three years, renewable for a further three.
- The Chair does not need to live or work in the UK. We welcome applications from international candidates, particularly those from Commonwealth countries.

It's important to us that as a Board, we represent the people that we are working to support.

We know that diverse boards are the most effective, they can think creatively and hold each other to account, therefore we are particularly looking for applications from trans people, women, People of the Global Majority, people without a degree, working class people and people of faith.



KEY RESPONSIBILITIES



Overall purpose:

To provide Leadership of the Board as a team, to facilitate and drive the governance and strategic direction of Kaleidoscope Trust and to communicate its values, mission, aims, and objectives.

Working in Partnership with the Chief Executive Officer

- Establishing a constructive working relationship with the Chief Executive Officer, based on mutual trust and support and recognising their role and responsibilities.
- Taking the lead in the recruitment (or, if necessary, dismissal) of the Chief Executive Officer.
- Taking the lead in appraising the performance of the Chief Executive Officer.
- Planning meetings and agendas that cover the activities specified within the Terms of Reference.
- Ensuring that Board members receive accurate, timely, and clear information.
- Ensuring that Board decisions are acted upon in a timely manner.

Fundraising & Acting as an Ambassador

- Play an active role in supporting Kaleidoscope Trust's fundraising efforts, working alongside the Chief Executive Officer to build and strengthen relationships with key donors, corporate partners, and funding bodies.
- Acting as a spokesperson for the Board and Kaleidoscope Trust at appropriate events, positioning the organisation as the UK's leading authoritative, legitimate voice on LGBTI+ equality internationally.
- Building and maintaining relationships with senior policymakers, funders, and influential stakeholders in the LGBTI+, human rights, and international development sectors.
- Leverage networks to enhance Kaleidoscope Trust's visibility, influence, and strategic partnerships, in line with Kaleidoscope Trust's mission and strategy.

KEY RESPONSIBILITIES, CONT.

Governance & Strategic Direction

- Promoting high standards of governance by championing reviews of governance structures and processes and of the Board's effectiveness, performance, and succession planning.
- Ensuring that the Charity continues to operate within its remit as outlined by the memorandum and articles of association.
- Participating in the recruitment and induction of new Board members.
- Appraising the performance of individual Board members where necessary and arranging appropriate support, training, and mentoring, as required and where budget allows.
- Ensuring compliance with guidance from the Charity Commission and other appropriate regulatory bodies.
- Ensuring the Board takes external professional advice, if needed.
- Ensuring that Kaleidoscope Trust agrees a plan, priorities, and targets for the future development of the Charity.

Communication and Culture

- Promoting the highest standards of integrity, in accordance with the [Nolan Principles](#) (the Seven Principles of Public Life)
- Promoting Kaleidoscope Trust's Equality & Diversity policy within the Board's business.
- Maintaining contact with Board members and Committee Chairs to ensure items of concern or celebration are taken into account when setting agendas across the different committees.

Board Meetings

- Setting dates for Board meetings and draft agendas with the support of the Chief Executive Officer.
- Chairing all meetings of the Board, wherever possible.
- Ensuring that Board members fulfil the obligations set out in the Terms of Reference for the Board.
- Encouraging the participation of all members of the Board.
- Ensuring that sufficient time is given for discussion/decision-making and, if appropriate, convening to continue discussion between meetings.

KEY RESPONSIBILITIES, CONT.

Board Meetings, Cont.

- Setting the style and tone of Board discussions to promote constructive debate and effective decision-making.
- Promoting effective working relationships and open communication between Board members and the Senior Management Team.
- Promoting and reviewing conduct and attendance at Board meetings and taking appropriate action in accordance with the Rules and other policies.

PERSONAL DEVELOPMENT

The post holder will seek to remain both well-informed about the opportunities, challenges, and risks facing the association's services and will aim to contribute specialist knowledge/expertise to debate and decision-making.



PERSON SPECIFICATION

Purpose

The Chair of the Board is responsible for ensuring that the Board is effective in setting and implementing the strategic direction of the organisation and can act as a leading ambassador for Kaleidoscope Trust.

Attributes	Essential	Desirable
<p>Experience</p>	<ul style="list-style-type: none"> • Chair, Board member, or Director level experience • Track record of expertise founded within either the public, private, independent, or third sector. • Strong, proven experience in fundraising • Political astuteness, with a track record of networking and strategic development. • Experience in chairing meetings, developing strategic plans, and holding senior management teams to account for delivery and performance. • Proven experience and confidence in public speaking. 	<ul style="list-style-type: none"> • Strategic, executive-level experience. • Previous Chair or Non-Executive role. • Any experience in an LGBTI+ focused or human rights organisation. • Experience of programme development grants and applications. • Experience of diplomacy and international relations • Commercial experience and mindset • Experience of managing and supporting senior leaders.

PERSON SPECIFICATION, CONT.

Attributes	Essential	Desirable
<p>Knowledge</p>	<ul style="list-style-type: none"> • Broad understanding of LGBTI+ issues domestically and internationally. • Charity governance, performance management, and legal duties of a charity. • Strong understanding of financial management and accountability arrangements. 	<ul style="list-style-type: none"> • A nuanced understanding, and ideally a lived experience of LGBTI+ issues globally, in particular the populations that Kaleidoscope Trust serves • Some understanding of the operations of charities. • Demonstrates a working knowledge of key partners and stakeholders.
<p>Skills & Attributes</p>	<ul style="list-style-type: none"> • Strong strategic and organisational acumen. • Ability to understand and distinguish between operational, strategic, local, and international perspectives. • Ability to Chair meetings effectively and foster good relationships with Trustees and the Senior Management Team. • Strong skill in leadership, innovation, performance management, and initiatives facilitating change and improvement in working practice. • Strong skill in visible supportive leadership that empowers, enables, motivates, and develops others. 	<ul style="list-style-type: none"> • Ability to speak for the charity to partners, stakeholders, regulators, media, and the general public. • Ability and willingness to liaise with other NGOs and third sector partners with the support of the Chief Executive Officer.

HOW TO APPLY

Please email your CV and a two-page maximum cover letter to recruitment@kaleidoscopetrust.com, explaining:

- 1.your interest in joining Kaleidoscope Trust as Chair, and
- 2.your relevant experience as per the person specification outlined above.

Please title your email: “**Vacancy: Chair**”.

DEADLINE

Please submit your application no later than **6th April 2025 at 23:59 GMT**

ANY QUESTIONS?

If you have any queries relating to your application, or would like an informal conversation before submitting your application, please email recruitment@kaleidoscopetrust.com, titling your communication: “**Vacancy: Chair**”.

