

Fashion
AS A FORCE
for good

**SMART
WORKS**

SMART WORKS SCOTLAND

CORPORATE RELATIONSHIPS AND FUNDRAISING
TRUSTEE

A voluntary role where the successful individual will use their skills and experience to help unemployed women get back to work.



ABOUT SMART WORKS

Smart Works is a dynamic, high profile and fast-growing UK charity that dresses and coaches unemployed women for success at their job interview. We empower each woman by giving her the clothes and the confidence she needs to succeed.

After visiting Smart Works, 63% of clients secure a job within a month, gaining financial independence and transforming their lives.

The Smart Works service is delivered in London, Manchester, Glasgow, Edinburgh, Birmingham, Newcastle, Reading and Leeds. Over the past ten years, Smart Works has helped over 30,000 women. It is our mission that any woman who needs our service should be able to find her way to a Smart Works centre.

In April 2022, Smart Works launched a new Three-Year Plan that will see the charity double the number of women helped annually from 5,000 to 10,000 women a year. To achieve this, we will grow our existing centres and open new centres in areas of need.

Smart Works Scotland, operating as a licensee of Smart Works Charity, is led by a Board of passionate and dedicated trustees, who are responsible for the governance and strategic direction of the Smart Works service across Scotland, with centres in Edinburgh and Glasgow. More information about who we are can be found on our Smart Works [website](#).

ABOUT THE ROLE

A fantastic opportunity has arisen to join the Smart Works Scotland Board of Trustees. The Corporate Relationships Trustee will support in developing the corporate supporter base across the country, with the aim of increasing the funding received from organisations. This will involve supporting the Head of Scotland and Fundraising and Partnerships Manager to shape the SWS corporate partner “offer”, engaging with corporate supporters, and building the narrative of our social value proposition.

Securing corporate funding/financial donations as an income stream will enable the Charity to continue delivering the Smart Works service across Scotland, helping women to secure employment and gain financial independence. The offer will likely include securing formal, multi-year Charity Partner status for Smart Works Scotland across the major cities and increasing corporate participation in fundraising challenges, such as the annual Cycle for Smart Works challenge and payroll giving.

The time commitment for this voluntary, unpaid role is an average of 2.0 days per month, with more time given at busy periods of the year. There will be a requirement to sit on the Fund-Raising Sub Committee, with meetings taking place every 3 months, and to attend Board meetings taking place every 2 months. If you feel you have valuable experience and skills to contribute to the Smart Works mission and would like to use your professional experience for good, the team would love to hear from you.



GENERAL DUTIES OF A SMART WORKS TRUSTEE

- Work with the Chair of the Board of Trustees to ensure the centre is well-run and governed effectively.
- Provide support to determine the strategic direction of the Centre.
- Advocate for the Centre, raising its profile and the awareness of the Smart Works service in the geographic area.
- Build strong working relationships with the Chair, fellow trustees, staff, volunteers and supporters.
- Work in a small team and tailor strong interpersonal and communication skills to all levels of seniority.

“Being a Smart Work's trustee has been a wonderful opportunity to develop personally and professionally. It allows me to use all of the commercial passion that I have for business and apply it in such a purposeful way to help other women to achieve their hopes and dreams - it's incredibly rewarding. As well as being able to give back, it gave me a platform to learn and grow and work alongside other talented and inspirational women. This is the role of a lifetime - being a Smart Works trustee is something you will never regret”.

Bronagh Power, Trustee of Smart Works Scotland.





PERSONAL SPECIFICATION

It is our vision that the successful applicant will have a strong network of corporate contacts across Scotland and be able to leverage their skills to create, develop, and secure corporate partnerships and deliver the desired financial outcomes. The Corporate Relationship Trustee will be expected to support the Head of Scotland and the Fund Raising and Partnerships Manager, and, where necessary, to liaise with the Smart Works Corporate Partnerships team in London to ensure joined-up activities where contacts are UK wide organisations.

As this is a voluntary, unpaid role it requires a self-starting and proactive approach with the capacity and time to challenge, engage and contribute to the work of the Board in a positive manner. It is essential that all applicants believe in the mission of Smart Works and align with our core values, share a commitment to fairness and promoting equity, diversity, and inclusion, acting at all times with honesty and integrity.

We particularly welcome applications from black, Asian and minority ethnic candidates, disabled candidates, and candidates with lived experience of unemployment, because we would like to increase the representation of these groups at Smart Works.



HOW TO APPLY

If you are interested in learning more about the role before applying, please email recruitment@smartworks.org.uk to be connected with a member of the Smart Works Scotland Board of Trustees.

To apply for this position, please send a CV and covering note to recruitment@smartworks.org.uk by Monday 19 August 2024.

Shortlisted applicants will be invited to an interview early September. From this, Smart Works Scotland will select the preferred candidate who will be invited to meet with the Smart Works Charity CEO prior to formal appointment.

At Smart Works we will apply suitable measures to keep your information secure in accordance with our Privacy Policy (a current version of which is available on our website).