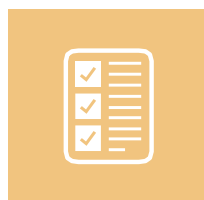


Trustee (Committee)  
Member

Volunteer role  
Remote  
Part-time



Thank you for your interest in joining the Fundraising and Communications Committee at The Mental Health Foundation.

This is a fantastic opportunity to join a growing organisation with an urgent and vital mission of prevention in mental health. For 70 years, we have been pushing forward the frontiers in our understanding of mental health. Interest has never been greater, and we have huge opportunities to make strides towards our vision of good mental health for all.

To achieve our vision, we are delivering our strategy, Making Prevention Happen. We have the financial resources to achieve a transformation in our reach and impact. We are building an organisation that lives its values and has a strong and diverse team that is dynamic, energetic and committed to working together.

A background in digital marketing or fundraising is welcome however we need a diverse range of skills, backgrounds and experience. Experience of being a trustee is desirable but not essential, and we welcome applications from those who are willing to learn. We ask that you have the ability and willingness to become a full Board member in the future.

There is much more to do and, as a charity, we recognise our responsibilities to those we aim to serve, to our supporters and donors, to our staff, and to the many partners we work with. Our Trustee Board has a key strategic role, supporting and challenging the CEO and the executive team to ensure we focus our resources on our defined goals.

In this pack we present information about the Foundation and about the vital role our non-executives play. If you are up for the challenge, I hope you will get in touch.

Kind Regards

Aisha Sheikh-Anene, Chair of the Board of Trustees  
Mental Health Foundation





# WHO WE ARE

Our vision is good mental health for all.  
The Mental Health Foundation works to prevent mental health problems. We will drive change towards a mentally healthy society for all, and support communities, families and individuals to live mentally healthier lives, with a particular focus on those at greatest risk. The Foundation is the home of Mental Health Awareness Week.

## Making Prevention Happen

Since 1949, the Mental Health Foundation has been the UK's leading charity for everyone's mental health. With prevention at the heart of what we do, we aim to find and address the sources of mental health problems so that people and communities can thrive.

The Foundation aims to promote good mental health for all through research, policy, innovation, and campaigning.

## Our values:

**Side by Side**

**Walking our Talk**

**Determine Pioneers**

**Making a Difference**

## Our approach:

### **Tell the world**

We publish studies and reports on what protects mental health and the causes of poor mental health and how to tackle them.

### **Find solutions**

We test and evaluate the best approaches to improving mental health in communities and then roll them out as widely as possible.

### **Inform and empower**

We give advice to millions of people on mental health. We are most well-known for running Mental Health Awareness Week across the UK each year.

### **Change policy and practice**

We propose solutions and campaign for change to address the underlying cause of poor mental health.

### **Build a strong Foundation**

We aim to become an exemplar employer and build an organisation that is financially sustainable and thriving



# ABOUT THE ROLE

We are looking to make several Trustee appointments to strengthen our Fundraising and Communications Committee. These are voluntary positions which will bring you a rewarding experience, a chance to further your professional development and an opportunity to help the Foundation deliver its mission.

We are seeking board members from all backgrounds and with a range of experiences. We value the involvement of people who bring knowledge of lived experience of mental health issues. To strengthen and maintain diversity on the Committees, we would particularly welcome applications from young people, women and people from minority ethnic backgrounds.

We particularly want to attract trustees who have a background in digital marketing or fundraising but we welcome a variety of skills and experience.

## **Trustee role Purpose**

- To contribute to the Foundation's Fundraising and Communication Committee, helping the Foundation to fulfil its objectives in line with charity law, company law and other relevant legislation.
- To uphold the Foundation's values and be an ambassador for the Foundation, representing it to help further our charitable objectives.

## **Main areas**

- To attend Committee meetings
- To be committed to effective governance of the Foundation and participate effectively and constructively in Committee discussions and decisions.
- To keep in touch with other trustees and contribute to constructive and consensual working relationships so that we can achieve the Foundation's mission.
- Become a full Board Member in the future

## **Ambassadorial**

- To promote the Foundation, its mission, aims and values to potential allies, donors and supporters.



## GOVERNANCE OVERVIEW

The Foundation's Board has up to 12 trustees including the Chair and Vice Chair of the Board and the chairs of three Board committees.

The current committees of the Board focus on Finance, People and Governance; Fundraising and Communications; and Development. Each committee is chaired by a trustee and includes other trustees, members of the executive team and experts as required. Each committee meets up to 5 times per year.

Trustees also have responsibility and oversight of the Foundation's work on diversity and inclusion as well as its commitment to be an anti-racist organisation in all it does. To do this work, we need diverse skills and experiences on our Board to help inform and support the work of the Foundation.

These arrangements give appointed trustees, and those who are exploring potential trustee roles, the widest opportunities to experience the work of the Foundation, to participate and contribute.

### **Time commitment**

The Committee currently meets five times per year. in a variety of formats. Approximately every two months, we have early evening meetings, roughly half in person and half via remote meeting technology. We would expect Trustees to physically attend all the designated in-person meetings. Each year, usually in September, we hold an away-day where the Trustee meets senior members of the Foundation's management team to review and consider direction and strategy. There may be occasional meetings with staff.

In order to attend the committee meetings as detailed above, we estimate being a committee member will require between 2 to 4 hours per month. You may also be asked to represent the Foundation at outside meetings with potential influencers, funders and attend launches, events and receptions.

Those formally appointed as trustees normally serve a three-year term of office, with the possibility of a second three-year term, subject to approval by the Board. Trustees are required to make a declaration of interests in accordance with the requirements of charity regulator.





# PERSON SPECIFICATION

We are looking for people with all sorts of backgrounds and experience and will look carefully at the interest you have and how you see your skills contributing to the Foundation.

## The kinds of abilities we need within the Board include:

- ☒ Integrity
- ☒ Strategic vision
- ☒ Objective judgement
- ☒ Inspiration
- ☒ Motivation
- ☒ Tact
- ☒ Diplomacy
- ☒ Good relationship-building skills
- ☒ Understanding of mental health and public mental health approaches
- ☒ Awareness of policy towards mental health – in any of the nations of the UK
- ☒ Financial management and knowing how charities work and are regulated
- ☒ Understanding the role of the Board and its trustees

## In the ways we work together we are looking for trustees to:

- ☒ Be committed to the vision, mission and values of the Foundation
- ☒ Spend the necessary time and effort to contribute in an informed way to the Board and its committees
- ☒ Maintain good relations with fellow trustees, staff and partners
- ☒ Respect our approach to uphold equality, diversity and the value of lived experience
- ☒ Act in accordance with the Foundation's code of conduct

## **Expressing your interest**

We believe this is an exciting opportunity for individuals to join a dynamic and inclusive Committee and help ensure the Foundation maximizes its impact.

We would expect all trustees to show a clear motivation for being a trustee, knowledge or experience of charity trusteeship or a clear willingness to learn and attend training to strengthen your governance skills.

**To express your interest, please send us a CV and a covering letter in which you indicate;**

- Your interest in mental health and the Mental Health Foundation
- Any experience you have in governance in a charity, private or public body
- Your goals and what you would hope to achieve as a trustee with the Foundation
- How you would ensure you can meet the commitments of being a trustee

## **Timetable**

Please send this information by 5pm on Sunday 18<sup>th</sup> February via our website's application form. Any questions can be sent to [vacancies@mentalhealth.org.uk](mailto:vacancies@mentalhealth.org.uk). Initial online panel interviews are planned for shortlisted candidates during the week commencing 26<sup>th</sup> February and successful candidates may be invited to meet the team in person in the following week. The actual dates of interview will be confirmed after shortlisting.