

Trustee Recruitment Pack (Voluntary Position)

This post is restricted to women under schedule 9, Part 1 of the Equality Act 2010



We aim to create a community where everyone, particularly women and girls are free from all forms of sexual violence and to achieve this within a feminist, equalities and human rights framework.

Rape Crisis
Professionally
Approved



National Service Standards



Welcome



We are delighted that you are keen to know more about being a Trustee at Kent Sexual Assault & Abuse Service (KSAAS), an invaluable charity that provides bespoke and invaluable support to individuals who have experienced recent or historical sexual assault or abuse. KSAAS is a feminist grassroots charity led by a board of trustees, who are passionate, committed and dedicated to providing high quality compassionate support for survivors and creating a society where all individuals are safe from sexual violence, particularly women and girls, who are disproportionately affected by sexual violence.

Having won and mobilised the Police & Crime Commissioner Kent Wide ISVA and Therapy contracts in April 2026, we are keen to extend our trustee board to ensure high quality, robust governance for our charity and support for the KSAAS team during this time of expansion and throughout the four-year contracts.

We welcome women from all walks of life, with all levels and types of experience, provided they have knowledge or skills that may benefit the organisation and have the time and commitment to make a meaningful contribution. Knowledge / skills that we are particularly interested in include; human resources, health and safety, legal knowledge, finance and fundraising, operational development, business development, project management, IT systems and experience related to ISVA or counselling work to inform our two key services.

We welcome applications from women who can volunteer time, energy and skills to helping our charity to continue to respond to the needs of survivors of sexual assault or abuse, through innovative development of the strategic direction of the charity, providing oversight for specific aspects of the charity's work, while also ensuring that we adhere to our legal, financial and safeguarding responsibilities.

We look forward to hearing from you.

Shauna McCusker
Chair of Trustees
Kent Sexual Assault & Abuse Service

About KSAAS



Kent Sexual Assault & Abuse Service is dedicated to providing safe spaces where all survivors of all forms of sexual violence across Kent and Medway, can access the high-quality, trauma-informed, specialist practical and therapeutic support that they need to recover from the impact of sexual violence and rebuild their lives. Our ethos is always to believe, to listen and to provide bespoke, non judgemental and survivor led support. As a feminist grassroots organisation, we recognise that sexual violence disproportionately affects women and girls and firmly believe that sexual violence against women and girls arises from the patriarchal social structures in our society. We believe this social structure causes and propagates gender inequality and that sexual violence is one tool that is used to control women and girls as part of this social dynamic and we are therefore also dedicated to challenging and changing this dynamic to create a safer society, for everyone, but in particular, for women and girls.

Our Vision

KSAAS's vision is to create a community where everyone is free from all forms of sexual violence and to achieve this within a feminist, equalities and human rights framework. We aim to provide help, hope and healing to all those impacted by sexual violence and cultivate a safe, non-violent community.

Our Mission

It is our mission to:

- Respond to and promote the needs of those who have suffered sexual violence through the empowerment feminist model of work
- Reduce the impact of sexual violence by supporting, educating, informing and advocating for all survivors
- Challenge oppression in all forms
- Challenge societal attitudes that condone and collude with sexual violence
- For more information on KSAAS, visit our website: <https://ksaas.org.uk/>

Our History



KSAAS (formerly East Kent Rape Crisis Centre) has offered sexual violence services in East Kent since 1993 and we offer ongoing practical support and therapeutic services for survivors who have experienced any form of sexual violence at any time in their lives of in Kent & Medway . KSAAS holds UKAS accreditation through The Survivors Trust and is Professionally Approved By Rape Crisis England & Wales, demonstrating the consistent, high-quality services that we offer to our survivors.

KSAAS operates Independent Sexual Violence Advisors (ISVA) services and joint ISVA and Independent Domestic Violence Advisors (IDVA) services for those experiencing sexual violence alongside domestic abuse. We also offer trauma focused therapeutic counselling services for children, adolescents and adults and these services are accessible through various hubs across Kent & Medway. Peer support groups and family advocacy services are available to support families when there has been an occurrence of sexual abuse experienced by one or more family members and our services are supported and informed by the 'Kick Back' group, who are survivors of sexual violence who offer help, support and advice to other survivors and inform our service development. We also have a range of volunteers who support us with various aspects of the service provision.

In addition to providing support and therapeutic services, a key function of the organisation is to robustly challenge the societal values, beliefs and behaviour which contribute to sexual violence, through proactive projects that aim to raise awareness, delivery of information sessions in educational institutions, delivery of NOCN endorsed Rape and Sexual Abuse training, ongoing activism, challenging attitudes we encounter as part of our work with survivors, focused campaigns and participation in research focused on sexual violence.

In the last year, we worked with > 6000 survivors in our face-to-face services and specialist sexual violence Helpline service and in April 2026 we extended our provision and scope and have been commissioned to be the main provider of ISVA and Therapeutic Support services for survivors of sexual assault and abuse across Kent & Medway, funded by the Police & Crime Commissioner.

Trustee Role

KSAAS is governed by a Board of Trustees, consisting of between three and fifteen women, with each trustee being elected for a period of two years before re-election is required. Our trustees are collectively responsible for the governance of the charity and ensuring it operates legally, safely and effectively in achieving its charitable objectives.

The duties of the KSAAS Trustee Board include:

- Ensuring compliance to KSAAS's governing document (constitution), charity law and any other relevant legislation and regulations.
- Providing robust, evidence based strategic direction to KSAAS in collaboration with the Trustee Board and KSAAS Management Team, by reviewing the mission, vision, values, goals, targets, performance and the long-term strategy of the charity.
- Ensuring effective and efficient operation of the charity through oversight of the policies, procedures and systems.
- Ensuring that KSAAS pursues its objects as set out in its governing document and applies its resources exclusively to the pursuance of these objects.
- Ensuring the financial stability and accountability of KSAAS and protecting and managing KSAAS's funds, estate and property.
- Ensuring KSAAS robustly meets all safeguarding requirements.
- Ensuring effective and efficient administration of KSAAS, delegating responsibilities to staff and volunteers where appropriate.
- Appointing the charity's Chief Executive Officer and monitoring her performance.
- Adhering to KSAAS's Trustee & Governance Policy and KSAAS's Code of Conduct & Policies.
- Attend quarterly Trustee Board Meetings, additional Trustee meetings where needed and the annual AGM or provide sufficient reason and send advance apologies if unable to attend.
- Contributing actively to governance of the charity by adequately preparing for Trustee meetings and completing actions, in such a way that you can contribute appropriately and effectively.
- Using any specific skills, knowledge or experience to help the Trustee Board to make sound decisions in the best interest of the charity.
- Safeguarding the reputation of KSAAS by acting professionally and in alignment with the values of the charity
- Act In the charity's best interests at all times

We request that you read this resource to ensure you understand the role before applying: **[Charity Commission Guidance: The Essential Trustee.](#)**

Person Specification



KSAAS

Kent Sexual Assault
& Abuse Service

We are keen to hear from women, aged 18 years and over, who have:

- Acceptance of and willingness to uphold KSAAS's mission, aims and values
- A willingness and ability to dedicate the necessary time and effort to fulfil the duties and expectations of a KSAAS trustee;
- Ability to contribute to strategic vision
- Good independent, ethical and logical judgement
- An ability to think innovatively and creatively
- Clear and proactive communication skills and able to speak your mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship or willingness to learn
- An ability to work effectively as part of a team and support other trustees
- A strong sense of honesty, integrity and accountability
- A willingness to uphold Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Commitment to act in the best interest of KSAAS and to protect the work and reputation of KSAAS

Note that all trustees will receive an induction, appropriate training and support.

Skills & Experience

This list indicates key skills, experience and connections that are useful within a charity board of trustees. Please indicate which of these you can offer.

Knowledge and Skills: campaigning, charity or business management, charity law or criminal law, ISVA work, counselling or therapy, data protection and management, equity and inclusion, financial management, fundraising or commissioning, governance, human resources, information technology, health and safety, marketing and communications, monitoring and evaluation, research and evaluation, strategic planning, sexual violence or VAWG work.

Experience: Being a trustee, campaigning or advocacy, charity leadership or business leadership, criminal justice system roles, lived experience of sexual violence (we require at least 12 months interval between using our services and becoming a trustee), Mental health services, partnership working, safeguarding, voluntary sector work, working with children, working with minoritised communities (e.g. ethnic minorities, people with disabilities, LGBTQ+ individuals, etc.), working with survivors of sexual violence / related services.

Connections: business sector, education sector, funders, health sector, legal firms, local authorities or government, police, social care sector etc.

Eligibility

In accordance with our constitution, KSAAS trustee roles are only open to women and AFAB non-binary individuals who feel comfortable working within a charity run for women by women, who are 18 years old and over. You cannot act as a trustee if you are disqualified under the Charities Act, unless your disqualification has been waived by the Commission. Reasons for disqualification include if you:

- are disqualified as a company director
- have an unspent conviction for an offence involving dishonesty or deception (such as fraud)
- are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors
- have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement
- are on the sex offenders' register

Further information on trustee eligibility is available here: [Charity Commission Guidance: The Essential Trustee](#)

Commitment

The time commitment of a KSAAS trustee is estimated at 2-4 hours per month, comprising:

- Six 2 hour board meetings per year (normally online in the evening, but some in person in Canterbury with prior arrangement)
- Time to Read and Reflect On Board Papers & AGM Papers
- Attending the AGM
- Attending an annual Trustee Away day and occasional training sessions
- Attending subcommittees when required

Terms

The terms of appointment for a KSAAS trustee are:

- Appointment for a minimum of 2 year term, with the potential for re-election
- The position is voluntary, but reasonable expenses will be reimbursed
- Trustees must undertake and pass an enhanced DBS check, have a right to work in the United Kingdom and be able to provide two references.

How To Apply

To apply for this role, please upload a **detailed CV** along with a **supporting statement explaining why you are interested in being a trustee at KSAAS, the skills and experience you will bring to the board and what you would hope to get to Charity Job Apply**. The closing date for applications is midnight on **22nd October 2026**.

Equality Statement: KSAAS is an equal opportunities employer. We recognise intersecting identities and value diversity, both in terms of effectively responding to client needs, and engaging with each other at work. We encourage applicants from all sections of the community and particularly from minoritised and underrepresented groups and communities. This includes AFAB non-binary individuals who feel comfortable working within a charity run for women by women.

Safeguarding Statement: KSAAS is committed to safeguarding those we provide a service to and therefore all trustees are required to undergo a DBS (Disclosure and Barring Service) check, a 'right to work check' in accordance with UK government Home Office guidelines, and to provide two references.

We look forward to receiving your application.



We believe. We listen. We support.