

Trustee Recruitment Pack

Welcome

Thank you for your interest in joining the Board of the Greater Manchester Women's Support Alliance.

The Alliance brings together organisations across Greater Manchester that support women with multiple unmet needs in relation to inequity, social exclusion and trauma. By working collaboratively, we strengthen services, share expertise and ensure that women's voices are represented policy and commissioning in Greater Manchester.

We are currently seeking two new trustees to join our Board in the roles of **Chair and Treasurer**, who share our commitment to improving outcomes for women and strengthening collaboration across the sector.

About Greater Manchester Women's Support Alliance

Greater Manchester Women's Support Alliance was established in 2016 by organisations providing specialist support to women across Greater Manchester. The Alliance brings together women's centres who deliver services in all ten boroughs of the region.

Our members support women facing a number of challenges including domestic abuse, homelessness, mental health, substance use, poverty, social exclusion and criminal justice involvement. Through women-only spaces and trauma-informed approaches, member organisations provide a wide range of support including one to one support, group programmes, counselling, personal development opportunities and health and wellbeing services.

The Alliance was created to ensure that women's centres across Greater Manchester are connected, collaborative and able to influence the systems that affect the women we support.

By working together, we aim to:

- Strengthen collaboration between women's services
- Share learning and good practice
- Amplify the voices of women and frontline VCFSE sector services
- Influence policy and commissioning across Greater Manchester

Today the Alliance is made up of nine member organisations working collectively to improve outcomes for women and ensure that no service operates in isolation. We currently hold a large statutory contract with HMPPS and GMCA to deliver community-based rehabilitative services and support to women on probation, alongside having team of staff based in Styal prison who work with both sentenced and unsentenced women in custody. We have a number of partnerships across Greater Manchester with both local and regional organisations to improve both physical and mental health outcomes for women who often have not engaged with statutory health services for a number of years for various reasons, and we deliver a health worker project which enables us to place health support workers across all of our member centres.

As an Alliance, we are involved in strategic boards with the Greater Manchester Combined Authority feeding into systems-change on violence against women and girls and represent the member centres strengthen their collective voice in influencing policy. We strongly advocate for the Greater Manchester whole-system approach to support women in contact with the criminal justice system, centre women's centres in the delivering of such support, and provide training and development on how to take a trauma-informed approach to a range of organisations and judiciary teams.

About the Board

The Board of Greater Manchester Women's Support Alliance provides strategic leadership and governance for the organisation and is made up of a combination of member trustees and independent trustees, reflecting the collaborative nature of the Alliance.

- Seven trustees are nominated by member organisations within the Alliance and these trustees bring insight from women's centres delivering frontline services to women across Greater Manchester.
- Four trustees are independent members, appointed to bring additional skills, experience and external perspectives to the Board.
- We acknowledge we have a lack of lived experience at Board level. Although not essential we would actively encourage applications from people with lived experience of unmet needs, trauma and/or the negative impact of inequality.

This structure ensures the Board benefits from both frontline expertise and independent oversight, supporting effective governance and strategic decision-making.

All trustees have equal responsibilities and work collaboratively to guide the strategic direction of the Alliance, oversee its financial sustainability and ensure that it remains focused on improving outcomes for women across Greater Manchester.

Independent trustees play an important role in bringing new perspectives, specialist expertise and constructive challenge to Board discussions.

The role of a trustee

Trustees play an important role in supporting the strategic direction and governance of the Alliance.

As a trustee, you will work alongside other Board members to ensure that the organisation is well governed, financially sustainable and focused on achieving its mission.

The Board's role includes:

- Setting the overall strategic direction of the Alliance
- Ensuring the organisation is well governed and accountable, operating in compliance with charity law, company law and any other relevant legislation
- Overseeing financial sustainability and risk, ensuring the Alliance applies its resources wisely and takes a 'best value' approach
- Supporting the leadership of the organisation
- Acting as ambassadors for the Alliance and its work, safeguarding the reputation of the organisation

Trustees are not responsible for the day-to-day running of the organisation. Instead, they provide oversight, guidance and constructive challenge to help ensure the Alliance continues to develop and deliver impact for women across Greater Manchester.

Role: Chair

The Chair provides leadership to the Board and supports effective governance.

Key responsibilities:

- Chairing Board meetings
- Supporting trustees to contribute effectively
- Working closely with the Alliance CEO to guide strategy
- Ensuring good governance and accountability
- Representing the Alliance externally where appropriate

We are particularly interested in candidates who have experience of:

- Chairing meetings
- Leadership within partnerships or organisations
- Facilitating inclusive and effective decision-making

Role: Treasurer

The Treasurer supports the Board in overseeing the financial sustainability of the Alliance.

This role focuses on financial oversight rather than day-to-day financial management.

The Treasurer works with the Board and Alliance CEO to:

- Review financial reports and budgets
- Support longer-term financial planning
- Ensure appropriate financial controls are in place
- Support the Board in understanding key financial risks and opportunities.

You do not need to be a qualified accountant to on this role. However, experience in financial management, budgeting or reviewing financial information would be valuable.

What we are looking for

We welcome applications from individuals who:

- Care about improving outcomes for women
- Bring strategic thinking and good judgement
- Are able to contribute constructively to Board discussions
- Can work collaboratively with others
- Are willing to commit time to supporting the Alliance

We recognise that strong Boards benefit from diverse perspectives and experience. We particularly welcome application from people who reflect the diversity of the communities we serve, including women from Black and minoritised communities, disabled women and people with lived experience of the experiences of the situation our members support.

Skills and experience we would particularly value

While we welcome applications from people with a wide range of backgrounds and experience, the Board is particularly interested in hearing from individuals who may bring experience in one or more of the following areas:

- Financial management, budgeting or accounting (particularly for the Treasurer role)
- Leadership, governance or board experience
- Public policy, commissioning or partnership working
- Fundraising and bid writing
- The voluntary sector or women's services
- Strategic planning or organisational development

We also recognise the importance of lived experience and welcome applications from individuals whose personal or professional experiences connect with the issues affecting women supported by our member organisations.

Time commitment

Trustees are expected to:

- Attend four Board meetings a year
- Attend strategic away days 2 times per year
- Review papers and prepare for meetings
- Occasionally contribute to additional discussions or working groups.

Meetings alternate between online and in person.

These roles are voluntary trustee positions; however reasonable travel expenses will be reimbursed.

What you'll gain from the role

Becoming a trustee is an opportunity to contribute to meaningful change while developing your own leadership and governance experience.

As a trustee of Greater Manchester Women's Support Alliance, you will have the opportunity to:

- Contribute to work that improve outcomes for women across Greater Manchester
- Work alongside experienced leaders from specialist women's services and the voluntary sector
- Develop or deepen your understanding of the challenges facing women and frontline services
- support collaboration and innovation across women's centres and organisations working in the women's sector.

We welcome applications from individuals who may be new to trustee roles, as well as those with previous board experience.

To apply:

- Visit the Greater Manchester Women's Support Alliance website at: gmwsa.org/jobs/ to download an application form
- Complete application form ahead of the deadline at **12 noon on Thursday 2nd July 2026** and email both this and your most recent CV to christina.kennedy@gmwsa.org.uk
- Please send your CV and application form via the application form as outlined above.
- We cannot accept late applications due to the quick turnaround required for the recruitment process.
- This post is open to WOMEN ONLY, exempt under the Sex Discrimination Act (1975) Section 7(2) and in accordance with our safeguarding procedures, will require a DBS check.
- This post will cover Greater Manchester over 30 hours worked per week.

Shortlisting and Interviews:

- Shortlisting will take place on **Friday 3rd July 2026** with an aim to inform all shortlisted candidates on or before **Monday 6th July 2026**.
- Interviews will take place online **w/c 13th July 2026**
- Candidates will be contacted with the outcome following interviews before close of play on **Monday 20th July 2026**.

If you would like an informal conversation about the role before applying, please contact our CEO Christina Kennedy on christina.kennedy@gmwsa.org.uk

We will contact all candidates to let them know the outcome of their application within 7 days of the application deadline.

GUIDANCE NOTES

These notes are intended to provide you with guidance on completing your application form.

General

Application forms must be completed in full by answering each question alongside submission of an up to date CV.

Data Protection

We will retain all application forms and short-listing information for eight months following the date of appointment, after which time they will be destroyed.

Short-listing and Interviews

Short-listing shall be based solely on the information contained in the application form and applicants who, in the opinion of the selection panel, best meet the essential requirements of the person specification will be selected to meet with the selection panel. Disabled applicants who meet the minimum essential criteria will be guaranteed an interview.

Those participating in the selection process have been trained in short-listing and the selection panel will involve at least three people.

You will normally be invited to attend an informal/formal meeting by letter and in most cases, you will be given at least 7 working days notice. All applicants will be contacted either by telephone or in writing to advise them of the panel's decision.

We will endeavour to do this as soon as possible but usually within 48 hours of the interview taking place. If requested by an applicant, feedback from the Selection Panel will be given.

References

References are usually requested automatically for all short-listed applicants, so you will need to indicate on your application form if you do not wish your referees to be contacted prior to interview.

Both referees should be willing to comment on your suitability for the position of Trustee. When you are completing the reference section in the application form, you must indicate how the referee is connected to you. No appointment will be confirmed without satisfactory references.

Disclosure Check

If successful and you have decided to accept the role you will be asked to apply for a standard disclosure with the Disclosure & Barring Service (DBS). Trustees will be required to complete and provide a clear DBS check once every 3 years.

In addition, all trustees will be required to sign a declaration of obligation to inform the Chair of the Board if at any point they are arrested for, are under suspicion, or have been convicted of a criminal offence other than driving matters.

Bankruptcy Check

Prior to notifying new Trustees details to Companies House, it is necessary to undertake a Bankruptcy search on the individual. The search is conducted by H.M. Land Registry in the index to the registers which are kept pursuant to the Land Charge's Act 1972.

We wish you every success in your application.