

Role Description: Trustee (Fundraising Expertise)



About The Connection at St Martin's

Our vision:

We believe that no one should have to sleep rough on London's streets, and that everyone should get the support they need to find a place to call home.

Our mission:

We support people sleeping rough to find a way off London's streets. We get to know every person we work with, understanding what they need to recover.

Trusting relationships are at the heart of everything we do, with our clients and our colleagues. It is vital that the way we work provides the conditions to facilitate these relationships. We have agreed 4 core cultural traits which guide our day to day behaviour at The Connection. These are Curious, Safe, Together and Motivated.

About the Role

Fundraising Development

The Connection is at an exciting time in our development. With rough sleeping at record levels, we need to bring in more resources to respond. We are planning a new fundraising strategy to grow our voluntary income, which will include reviewing our existing fundraising function and investing in the team to achieve the growth we need.

This role is intended to strengthen the Board's fundraising expertise at a governance level to oversee the development of this strategy. The successful candidate will have significant experience in fundraising, ideally in a medium to large charity at Director level. They will provide the expertise, confidence and sector knowledge to lead a step change in The Connection's fundraising approach.

We are particularly interested in candidates with major donor and corporate fundraising experience. These are areas where we see the potential for significant growth due to the location and profile of The Connection. We would also like to build links with senior funder leaders and encourage celebrity endorsement for our important work. Finally, we are keen to improve our use of data and insights to drive income generation, having built systems to track performance more accurately over the past few years.

The successful candidate will work closely with the CEO, Director of Fundraising and Communications and the Fundraising and Communications Sub Committee (which reports into the Board of Trustees). There is the option to Chair the Sub Committee, but it is not essential.

The Fundraising and Communications Sub Committee:

- Oversees fundraising, communications and advocacy strategies and monitors performance;
- Monitors and supports cross-site fundraising initiatives;
- Monitors safeguarding practices related to fundraising;
- Oversees fundraising compliance;
- Monitors the ethical fundraising policy;
- Monitors the risks and mitigation measures allocated to the Committee;
- Monitors social media strategy, policy and content.

Trustee Responsibilities

Our trustees play a vital role in making sure that The Connection achieves its core purpose. They oversee the overall management and administration of the charity. They also ensure that The Connection has a clear strategy and that our work and goals are in line with our vision and mission.

Trustees share collective responsibility and are led by the Chair of the Board of Trustees, ensuring it functions effectively and fulfils its responsibilities for the governance of the charity. The Board of Trustees at the Connection have adopted the Charity Governance Code for larger charities which sets out the principles and key elements of good governance. Trustees will support the integration of the key principles of the Code which are described under the following areas: organisational purpose; leadership; integrity; decision making, risk and control; board effectiveness; equality, diversity and inclusion; openness and accountability.

The Connection at St Martin in the Fields is a company limited by guarantee, therefore each Trustee is also a company director and must fulfil the legal and financial responsibilities required under the Company Act 2006.

Time Commitment

Trustees spend in 6 - 10 hours a month in support for The Connection, comprising preparing for and attending governance level meetings along with direct liaison with the Director of Fundraising and the CEO. This includes six Trustee meetings a year, usually at The Connection's premises in Trafalgar Square and in the late afternoon/early evening and lasting approximately 2 hours (without break). The meetings comprise between 10 and 20 people.

There are four permanent Sub Committees of the Board, one of which covers Fundraising and Communications. The successful candidate would be expected to join this Committee and there is the option to become the Chair. The Sub Committee meets four times per year. These meetings comprise up to 10 people and many are held virtually.

A Board away day takes place once a year in January. This is a full day, in person event in central London.

Terms of Appointment

Trustees are appointed for a 4-year term of office, with the opportunity to renew for one further term to a maximum of 8 years, unless the Board resolves that exceptional circumstances apply in which case a Trustee may serve a third term of up to a maximum of 4 years.

This is a voluntary position, but reasonable expenses are reimbursed.

All Trustees will be asked to disclose any actual, potential or perceived conflict of interests, and these will be discussed with the Chair of the Board to establish whether and what action is needed to manage a conflict or perceived conflict.

All Trustees will be asked to undergo a Basic DBS check prior to taking on the role, and every three years thereafter.

Responsibilities

- Provide substantial fundraising expertise to the Board, giving clear strategic direction, supporting senior Executives to define goals, evaluate performance and manage risk to protect the charity, ensuring public trust and confidence;
- Demonstrate commitment to high standards of governance and set expectations for the charity accordingly;
- Attend meetings of the Fundraising and Communications Sub Committee and main Board, ensuring consistency and common purpose in decision-making;
- Participate in the selection and appointment of new trustees, a process led by the Remuneration and Nominations subcommittee;
- Work closely with the CEO and Director of Fundraising and Communications to ensure the organisation is thriving and achieving its strategic objectives, particularly in relation to fundraising, providing support and constructive challenge where appropriate;
- Build strong and effective working relationships with other members of the senior leadership team;
- Support the cultural values of The Connection and our commitment to equity, diversity and inclusion;
- Work with the CEO to maintain positive relationships with key stakeholders, including other parts of the St Martins community;
- Support the fundraising activities of The Connection and act as an ambassador for the charity and the cause when appropriate.

Person specification

Leadership and Governance

- Proven track record in fundraising at Director level in a large, multi-million turnover charity;
- Understanding of charity governance and the legal responsibilities of trustees under UK charity law.
- Commitment to the charity's values, purpose, and beneficiaries.
- Commitment to equity, diversity and inclusion, both in the governance of the charity and in its operations.
- Personal integrity and an ability to role-model the charity's values and good governance practices.
- Willingness to devote the necessary time and effort to fulfil the responsibilities of the role.

Strategic Thinking and Judgment

- Ability to think strategically, see the 'big picture,' and translate vision into clear goals and outcomes.
- Experience of leading or supporting fundraising efforts, including relationship building with major donors and senior leaders at funder organisations in an "ambassadorial" role.
- Capacity to assess risks, opportunities, and external factors affecting the charity, and to support informed decision-making by the Board.
- Sound judgment and an ability to make decisions based on evidence, values, and inclusive discussion.
- Ability to review and use data to inform strategic direction

Communication and Interpersonal Skills

- Excellent communication and listening skills, with the ability to collaborate with others inclusively and effectively.
- Ability to engage effectively with a wide range of stakeholders including trustees, staff and volunteers.

- Able to challenge constructively and foster a culture of openness, mutual respect, and accountability.

People Management

- Able to support and constructively challenge the CEO and Director of Fundraising and Communications, promoting mutual trust and professional development.
- Experience of developing leadership in a growing charity, making best use of emerging talent.

External Relations

- Experience in building and maintaining effective relationships with senior stakeholders, including with diplomacy when managing diverging interests.
- Knowledge and experience in the fundraising sector to benchmark performance and develop best practice in our approach.

Desirable (Not Essential)

- Prior experience as a trustee in the voluntary sector.
- Knowledge of and connections with homelessness sector and/or social housing, including voluntary providers, local authority commissioning and work with housing associations.

If you would like to discuss the role with the Chair of Trustees before applying, or to find out more information, please contact us at governance@cstm.org.uk