



**WINSTON'S
WISH WW**

Giving hope to grieving children

TRUSTEE

September 2024

You might be surprised to know just how many children and young people are bereaved of a parent or sibling every year in the UK.

It's around 45,000 - that's more than 100 every day.

Winston's Wish was the first organisation in the UK to provide specialist support to grieving children. Our founder, Julie Stokes OBE, is a true pioneer.

Much has changed over the years, but that pioneering spirit is in our DNA. Our desire to make a difference to as many children and young people's lives as we can remains undimmed. In fact, it is what drives us, and it is at the heart of our delivery model which blends the best of our face-to-face, remote and digital support to make sure that every child, young person, family or professional that comes to us for help can get it. This combined approach also ensures we continue to grow our services and reach even more grieving children and young people in the years ahead.

We are constantly striving to improve what we do embracing new ways of getting our support out there, and doing everything we can to connect and work with other organisations and partners to make sure we can reach the children who need us.

Our vision is a society in which every child can get the help they need when someone close to them dies. That's why we do so much to raise awareness of the needs of bereaved children, to shape the big picture so that they can get what they need.

We are positive, optimistic, courageous, and driven. You will need to be too.

If you are looking to play a pivotal role in an organisation that is passionate about what it does, one in which your contributions will have a direct impact on the lives of our beneficiaries; one in which the stories you hear will sometimes make you smile, sometimes make you cry (and sometimes at the same time) then Winston's Wish might just be the place for you.

You will join us at a challenging time. Our services are in high demand. We have embraced the possibilities and opportunities of digital and remote support alongside our face-to-face work to introduce a blended model of help. We are embarking on a new trajectory that will take us to the achievement of our goals in this rapidly changing landscape.

It is tough out there. Our work can be difficult. You'll help us find new ways to overcome these challenges, as we have been doing since 1992. Then, now, and always.

If you think this is for you then we look forward to hearing more.

Fergus Crow

Chief Executive



OUR SERVICES

WEBSITES



You will find a wealth of information and help on our websites, including support and advice following specific types of death, free training for professionals and further information about our services.

winstonswish.org and help2makesense.org

FREEPHONE HELPLINE

Immediate support and advice for young people, parents, carers and professionals, as well as access to our more in-depth, ongoing services.

08088 020 021

Monday – Friday, 8am – 8pm.

Please visit the website for current opening hours.



EMAIL SUPPORT

Anyone can email us seeking advice or to ask a question on ask@winstonswish.org and we will get back to you within 2 working days.

ONLINE CHAT

Chat online in real time with a Bereavement support worker at winstonswish.org. Conversations are anonymous and no topic is off limits.

CRISIS MESSENGER

Free and confidential support in a crisis 24 hours a day. Text **WW** to **85258**

BEREAVEMENT SUPPORT AND COUNSELLING

For children and young people who require additional support, referrals can be made for one to one and group bereavement support. Children and young people who have experienced traumatic or multiple bereavements and/or have additional needs may also benefit from a referral to our bereavement counselling service.

PUBLICATIONS & RESOURCES

A range of specialist publications and other helpful resources for professionals, children and parents are available at shop.winstonswish.org

TRAINING

Bereavement training and consultancy for professionals to help ensure that children under their care get the support they need.
winstonswish.org/training

Helpline: 08088 020 021
winstonswish.org



Winston's Wish is a Registered Charity (England and Wales) 1061359, (Scotland) SC041140 | 0379 v2



WHAT'S IMPORTANT TO US?

OUR VISION:

A SOCIETY IN WHICH EVERY CHILD AND YOUNG PERSON GETS THE HELP THEY NEED WHEN SOMEONE CLOSE TO THEM DIES.

OUR MISSION:

TO MAKE SURE NO CHILD OR YOUNG PERSON FACES GRIEF ALONE.

OUR VALUES:

- WE PUT CHILDREN YOUNG PEOPLE AT THE HEART OF EVERYTHING WE DO
- WE ARE POSITIVE AND HAVE FUN
- WE NEVER STOP LEARNING
- WE EMBRACE DIFFERENCES
- WE STRIVE FOR BETTER

EQUALITY, DIVERSITY AND INCLUSION

WHERE IS WINSTON'S WISH BASED?

We operate a blended working system: most of our team work primarily from home, with travel to our head office or other venues for collaborative working as required. We also hold several face-to-face whole team meetings each year to enable the whole team to get together. The aim of blended working is to provide greater flexibility so that staff can achieve and maintain a strong work-life balance.

Staff who would like to work from an office more regularly are able to book a desk at our head office:

Winston's Wish
Conway House
31-33 Worcester Street
Gloucester
GL1 3AJ



ROLE DESCRIPTION

Job Title: Trustee

Role Description

We are seeking an enthusiastic and committed professional to join our Board of Trustees. You will work closely with other trustees and the Leadership Team to maintain an overview of the regulatory environment and our contractual obligations and support strong governance.

You can be based anywhere in the UK, and you will be expected to join four board meetings a year, some of which may be online. One will be a full day for strategy development. You may also be asked to join one of the committees or sub-committees (held virtually) and you will be invited to Winston's Wish events at which attendance of our board members is expected.

Purpose and scope

This is a voluntary position, but the rewards are great. You will be part of a team of inspirational people who achieve extraordinary goals with precious resources. You will share in the collective mission of helping thousands of children and young people across the UK adjust to a changed life following the devastation of bereavement.

Responsibilities

The responsibilities of the Board of Trustees include:

- To ensure that Winston's Wish meets with its legal and regulatory responsibilities (including its trust deed and articles of association).
- To ensure that Winston's Wish pursues its objects as defined in its governing document (available on request from the Company Secretary).
- To ensure that Winston's Wish applies its resources exclusively in pursuance of its objects (i.e., the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are).
- To give strategic direction to Winston's Wish.
- To safeguard the good name and values of Winston's Wish.
- To ensure the effective and efficient administration of Winston's Wish.
- To ensure the financial stability of Winston's Wish and to participate actively in networking and raising awareness of the charity, including engaging in fundraising and income development activity where appropriate.
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds.
- To appoint the Chief Executive Officer and monitor their performance and be involved as appropriate in the selection and recruitment of staff.
- In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they must help the Board of Trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the trustee has special expertise.



PERSON SPECIFICATION

- A passion for the vision, mission, and values of Winston's Wish.
- Knowledge and experience of the charity sector.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and an ability to develop the insight required to separate and promote the distinctively different roles of the Board of Trustees and the Leadership Team.
- An understanding of data protection legislation and changing regulations.
- An understanding of fundraising and charity legislation.
- An active and visible commitment to safeguarding the welfare of children and young people.
- An active and visible commitment to equality, diversity, and inclusion.
- Strategic vision and tactical nous and an understanding of the role of not-for-profit organisations in delivering change.
- Good, independent judgment and the ability to synthesize information a range of information into decision making.
- An ability to think creatively and to speak your mind.
- An ability to work effectively as a member of a team, in this case a team who are likely to spend short amounts of concentrated time together.
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.
- A willingness to devote the necessary time and effort required to fulfil the role in full.
- To be excited and committed to the work we do and demonstrate working well and positively with the board of trustees.

BENEFITS

We offer our trustees reimbursement of travel expenses related to their responsibility.

Trustees are also offered training relevant to their role, including in relation to their safeguarding responsibilities and to support their engagement in our ongoing commitment to equality, diversity, and inclusion.



Safeguarding children and safer recruitment

Winston's Wish is committed to safeguarding and protecting the children and young people we work with. All posts are subject to safer recruitment processes including self-disclosure, the disclosure of criminal records and vetting checks. We have a range of policies and procedures in place which promote safeguarding across the organisation.

Every applicant will be required to complete a self-declaration form at the point of application. This will form a discrete part of the recruitment pack but must be returned, in a sealed envelope or as a separate document, with your application form. Self-disclosure forms will only be read if the candidate is shortlisted and called for interview.

Applications that do not contain a completed self-disclosure form will automatically be disqualified.

All offers of employment are made subject to a few background checks. These will include:

- Two professional references from your most recent employer(s) - covering the last five years.
- Clarification of any gaps in your employment history.
- Verifying originals of your ID documents, including your right to work in the UK.
- Verifying originals of your qualification - where they are an essential requirement for the role.
- A police check - satisfactory Disclosure and Barring Service (DBS) clearance.

Equality, diversity, and inclusion statement

We want Winston's Wish to be the best place to come and work, and an organisation that feels as though it reflects the world, we see around us in a modern, diverse, 21st Century Britain. We believe this diversity is an asset to be cherished, nurtured, and grown.

We are an organisation set up as an open access community service. Increasing the equality of access to that service is at the heart of our new delivery model.



We believe that the services we offer, and the makeup of our staff should represent and reflect the communities that we work with and we know that we have a way to go on this.

As an employer we are actively working to increase diversity in our organisation by strongly encouraging applications from all sections of the community; by being more proactive about where we advertise our vacancies: rethinking our pre-requisites for employment and ensuring that we are flexible and transparent to encourage the widest range of talented potential applicants to come and work here.



HOW TO APPLY

Please complete our online application form, which can be found at winstonswish.livevacancies.co.uk.

Use of Curriculum Vitae (CVs)

Our policy is to recruit our trustees on the basis of their suitability for the work to be done. An application form allows us to compare individuals based on like for like information, and as such we do not accept a CV unless accompanied by a fully completed application form.

Recruitment Timetable

Online Q&A Session: **11th September 2024 – 4pm until 5pm (Zoom)**

An opportunity to meet with a panel to ask questions about the role and the organisation.

Please register your interest at recruitment@winstonswish.org by **12pm 11th September 2024**.

Application deadline: **29th September 2024 (midnight)**

Interview date: **W/C 14th October 2024 (evening may be required.)**

Interview location: **Zoom**

Interview details: **A formal interview with trustees and a member of our Youth Board.**

Queries

To arrange an informal conversation with Chair, please email lgratton@winstonswish.org

If you have a query regarding any aspect of the recruitment process, please call 01242 515157 and ask for Becky Harding or email recruitment@winstonswish.org

Retention of Personal Information

Please see our Privacy Statement, which can be found at www.winstonswish.org/privacy-statement/.

Equality, Diversity, and Inclusion

Winston's Wish is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Should you require the recruitment pack or application form in a different format, or any other adjustments to the recruitment process, please contact recruitment@winstonswish.org.

