

# Trustee Recruitment Pack



**WALSINGHAM**  
SUPPORT Everyone is different

# Welcome

Dear Candidate,

Thank you for your interest in becoming a Trustee for Walsingham Support.

We are looking forward to welcoming a new Trustee to our Board.

At Walsingham Support we are ambitious for our organisation and the people we serve and are excited about our new strategy.

We are committed to playing our part in developing an equal and diverse society, where individuals with disabilities are active citizens in their own right and supported to live life to the full.

We have been supporting people with learning disabilities, autism, brain injuries and complex needs across England and Wales since 1986. In that time, we have faced opportunities and challenge and, as we develop our new strategy, we recognise that we need to ensure we have the best skills and expertise on our Board to fulfil our mission and support our Executive team.

As such we are looking for a new trustee who can each bring their experience in Human Resources to enable us to deliver our planned development and growth.

As a new trustee, you will be joining us at a time when we are focused not only on ensuring a robust and sustainable organisation going forward, but also on how we can stretch our capabilities and extend our reach – both in terms of organisational size and the client groups we serve.

Your contribution to the evolution of our new strategy will help us to deliver these ambitions and, at the same time ensure we continue to deliver our outstanding services to the people we support and make Walsingham Support a great place to work through having a Culture of inclusion, ambition and continuous development.

Part of this ambition is to be heard – for those we support whose voice is so often ignored: to use our influence and expertise to shape policy and to become a leading voice in the sector.

You will be joining a team which works collaboratively and is deeply committed to the values of Walsingham Support.

We constructively challenge ourselves and one another to ensure we make robust decisions for the benefits of all of those we serve. If you believe you have the experience and qualities to become a Trustee of Walsingham Support, we very much look forward to hearing from you.

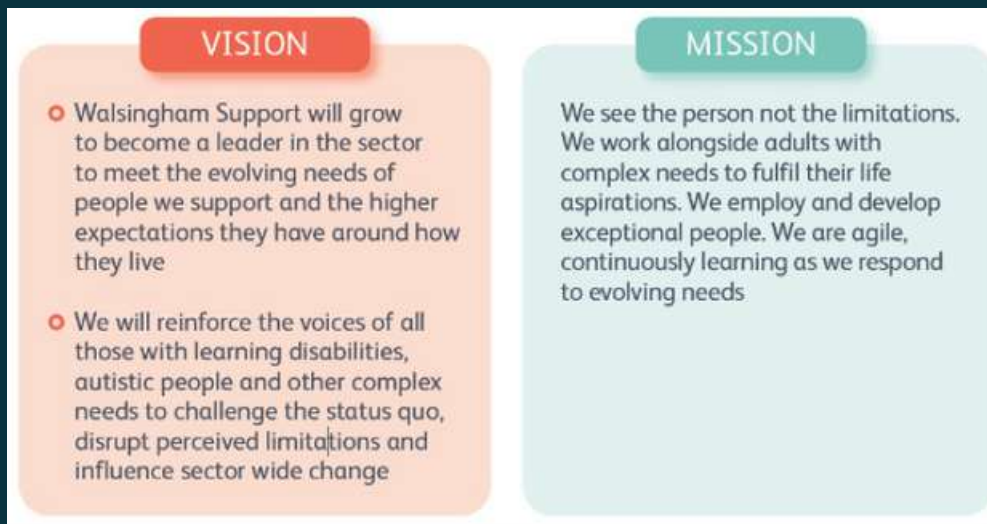
Holly Spiers / Robert Longley Cook  
CEO /Chair of Trustees



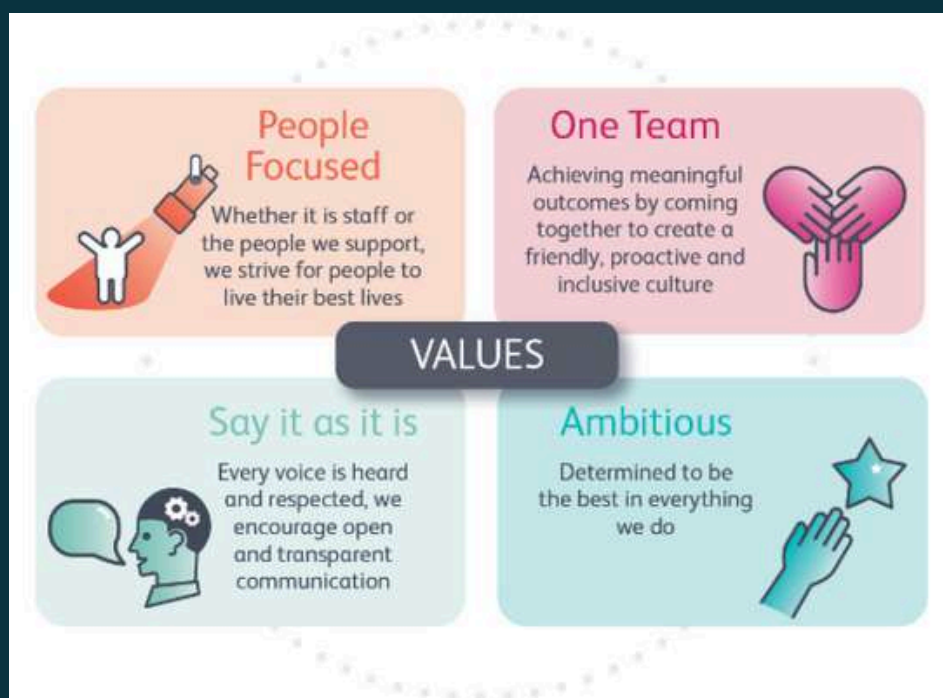
# About Us

For over 38 years, Walsingham Support has been impacting the lives of individuals with learning disabilities, complex needs and autism. We pride ourselves on putting the individuals we support at the centre of everything that we do, enabling us to deliver truly person-centred support solutions that provide independence and happiness.

Our ambition is an equal and diverse society, in which individuals with disabilities are citizens in their own right and receive the necessary support to be happy and to reach their full potential. Our Vision and Mission are below:



Our success as an organisation has been built on the passionate and committed staff that become part of Walsingham Support. Our extraordinary people enable unique individuals to achieve their personal goals and are deeply committed to our values:



# Our Services

As an organisation, we always look beyond a person's disability.

We work with individuals, their families and carers to really understand the challenges they face and the support that will best meet their particular needs.

For each and every individual we support, we jointly develop and deliver specifically tailored, person-centred support to enable each person to have a full and happy life.

We provide services across:

- Residential care
- Supported living
- Transition support
- Positive behaviour support

With all these services being personalised and tailored to improve life skills, strengthen relationships and encourage personal choices.

Our aim is to enable each person to develop the abilities they need to move on to the next stage in their lives, all the while ensuring their support constantly evolves and adapts around them to meet their changing needs and goals.

To read more about our service offer, [please follow this link.](#)



# Job Description

Job title: Trustee

Reports to: Chair of the Board



## ROLE PURPOSE

Walsingham Support are seeking a Trustee with a background in Senior Human Resources Leadership:

As a Board we are seeking an individual with significant leadership experience in particular around delivering cultural change and organisational development with limited budgets or in a low margin sector. If you have experience in an organisation going through transformational change, who have succeeded in bringing the workforce with them and engaged staff widely in the development and delivery of the change we'd love to hear from you. Experience in or an understanding of Wellbeing and of EDI would be desirable also.

Our ambition is an equal and diverse society, in which individuals with disabilities are citizens in their own right and receive the necessary support to be happy and to reach their full potential.

You will join us at a vital time for Walsingham Support. Our current focus is on the long-term sustainability of the organisation and future proofing our operations to ensure we can continue to deliver a high-quality service to all the people within our care, in an environment of increasing demand and fiscal constraint. We recognise the challenges and Walsingham Support is committed to excellence, for the people we serve and our staff teams. Your contribution to our new strategy will help us to deliver our mission and purpose and become a leading employer and voice in the sector.

You will work closely with the CEO and the Executive Leadership Team to provide purposeful support whilst also providing scrutiny and constructive challenge.

# Main Responsibilities

- In line with Walsingham Support's Ambitions & Strategic Priorities to contribute actively to the Board's responsibility for the governance of the organisation
- To ensure that Walsingham Support applies its resources exclusively to pursue its charitable objects as defined in its Articles of Association.
- To actively promote the work of Walsingham Support and safeguard its good name and values by acting as an ambassador of the organisation.
- To ensure the effective and efficient administration of Walsingham Support within appropriate risk parameters.
- To ensure the quality-of-service provision and financial viability of Walsingham Support.
- Provide HR Advice to the Board and senior leadership, helping to shape our people strategy
- To ensure that processes are in place to recruit and retain staff with the required skills, capabilities, and values to deliver high quality, safe, personalised and progressive services to the people we support.
- To protect and manage the property of Walsingham Support and to ensure the proper investment of Walsingham's funds.

In addition to the above statutory duties of all Trustees, each individual Trustee should use any specific knowledge or experience they have to help the Board reach sound decisions.

This will involve considering papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the Board on new initiatives, or other issues relevant to the area of Walsingham Support work in which the Trustee has special expertise.



# Person Specification



## KNOWLEDGE AND EXPERIENCE

We are interested in candidates who meet at least one of the following criteria:

- Chartered Member or Fellow of the CIPD
- Substantial experience at a Senior/Director HR professional level
- A thorough understanding of HR policy and practice

## Other criteria being assessed:

- Understanding of the role of charity boards and their responsibilities and operation, gained through previous experience as an Executive Director or Non-Executive Director / Trustee.
- Above all else you will be intrinsically values-driven and committed to enabling more individuals we support to live their lives to the full.

## SKILLS AND ABILITIES

- Effective communication and interpersonal style; a collaborative team player.
- Willing to speak out on issues and to accept personal accountability.
- Demonstrates strategic acumen and sees the bigger picture.
- Undisputed personal integrity.
- Personally flexible and agile working approach.
- Deep commitment to the mission and values of Walsingham Support.

# Terms of Appointment

## REMUNERATION

This role is unremunerated and offered on a voluntary basis. Trustees are encouraged to visit services that are local to them.

Travel and accommodation expenses are reimbursed for meetings & visits.

## TIME COMMITMENT

The time commitment is at least one day a month. There are six board meetings a year and this includes an annual strategy setting day.

Board meetings are held in person in Central London.

All trustees are expected to participate on at least one committee and there are four committee meetings a year.

Committee meetings are held virtually.

## TENURE

The term of office for trustees is three years, which can then be extended by an additional two terms of three-years. The maximum tenure for any trustee is nine years.





# How to apply

We hope you will consider making an application.

If you have questions about the appointment and would find it helpful to have an informal conversation, please contact Brian O'Donoghue (Director of People & Engagement) on 07868 939645.

To make an application, please go to Careers Website and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process.

This form is for monitoring purposes only and is not treated as part of your application.

Closing date: Monday 28th Oct 2024

Preliminary interviews: w/c 4th Nov 2024

Final Panel interviews: w/c 11th Nov 2024



