



Trustee

Role Description

2023/ 2024

Hatch Enterprise is a registered charity in England and Wales (No. 1161801)

About Hatch Enterprise

At Hatch, we empower underrepresented entrepreneurs from across the UK to imagine, launch and grow sustainable and impactful businesses through tailored support, community and partnerships. We offer world-class support to entrepreneurs, mainly through our programmes, community and grant fund.

Over the last 4 years, we've quadrupled our revenue to close to £2m turnover and we're looking at our next big milestone: multiplying our impact 10x to support even more underrepresented founders. We want to do this by 2030. This is a deliberately ambitious target – we like that it scares us a bit!

We're not typical of the charity sector. As you would expect from a charity focused on teaching start-up skills, we think and act like a business. Our programmes are run by entrepreneurs, for entrepreneurs.

Since our inception, we've worked with over 8,000 underrepresented founders and we want to do even more in the next five years. To support our founders, we have built a diverse network of partners, funders and investors who share our vision. We are also looking at the next stages to support our founders, by facilitating access to finance, for example.

We have recently celebrated our 10 year anniversary, and published our latest impact report for the occasion, which you can access [here](#). In the last year (2022/23), we were there for more than 1,100 individual founders on their business journeys, awarded over £100,000 in grants to founders and we delivered 18 cohort programmes across the UK.

At Hatch, we value transparency, openness and collaboration. We practise open-book management and strategic decisions are made collaboratively so we can fully draw on the expertise, experience and networks we have.

Hatch is an organisation that loves experimentation and trying things out. We are influenced by lean management philosophy, and we are constantly looking for ways to improve and innovate in our programmes and in the way that we work.

Hatch's work has been recognised in recent years with several accolades, including being featured in the NatWest SE100 Index 2020 and 2021 as one of the top 100 social enterprises in the UK. We are a reputed organisation with big ambitions to grow, offering the right candidate a great opportunity for personal and professional growth.



Role Purpose

Trustee / Board Member

Hatch is seeking to recruit up to three (3) new Trustees to its governing Board. This is a significant opportunity to work with a dynamic and inspiring organisation to make a real difference to social and environmental challenges by supporting social entrepreneurs and those from diverse backgrounds.

Hatch is proactively looking to recruit individuals from diverse backgrounds, and/or individuals with personal understanding and experience of the challenges that many of our entrepreneurs face who are from underrepresented backgrounds. Hatch specifically supports founders from ethnically diverse backgrounds, women, people with disabilities and we also focus on social entrepreneurs.

Responsibilities

Trustee Role Description

Trustees are responsible for governance, strategic oversight and ambassadorship on behalf of Hatch, a charitable organisation. Trustees take overall stewardship and responsibility for the well-being of Hatch, providing strategic direction and ensuring that Hatch operates effectively to deliver its vision and mission.

Trustees act to uphold the core ethos and values of the organisation, fulfilling a duty of care in accordance with its governing documents, charity law and regulatory requirements.

Key Trustee Duties

- Contributing actively in providing strategic direction to Hatch; agreeing overall policy, setting targets, and evaluating performance against agreed targets and in line with Hatch mission and values
- Ensuring that Hatch complies with its Articles of Association, charity law, company law and any other relevant legislation or regulations
- Ensuring Hatch applies its resources responsibly and exclusively in pursuance of its mission and its objects as defined in its Articles of Association
- Safeguarding the assets, staff and beneficiaries of the charity by ensuring risks are managed and mitigated, as appropriate
- Ensuring the financial stability of Hatch including ensuring appropriate controls and procedures are implemented and followed
- Ensuring that Hatch is accountable to its founders, funders and other stakeholders and that the Hatch team and volunteers are responsible to the Board
- Safeguarding and promoting the reputation and values of Hatch, including acting as an Ambassador for Hatch
- Acting in the best interest of the charity, its beneficiaries and future beneficiaries at all times, in accordance with its public benefit,
- Applying skills and experience to question and challenge in good faith, contribute to Board discussions and to taking balanced and informed Board decisions
- Appointing and monitoring the performance of the CEO

- Conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees
- Being collectively responsible for the actions of the organisation and other trustees
- Maintaining confidentiality about sensitive or confidential information received in the course of fulfilling your role as Trustee
- Declaring any conflict between personal or professional interests and those of the charity

In addition you may be asked to

- Participate in activities with the Hatch team and Trustees to help you get to know the organisation.
- Expand the network, resources, and funds available to Hatch by making introductions and connecting the charity to relevant contacts in your network
- Meet with Hatch's prospective and current donors/ funders, where appropriate, as part of our donor experience and stewardship strategy
- Act as a signatory to Hatch documentation, fundraising proposals and/or the regulatory statements for the Charity Commission and Companies House
- Keep informed about Hatch's activities and wider issues that affect our work
- Participate in other tasks as arise from time to time, such as recruiting Hatch team members and representing Hatch at functions and meetings as appropriate
- Participate in or lead on a particular project, if relevant to their interests, experience and professional network.

Time Commitment

- Four formal Board meetings per year held in Central/South, London (or online) (2 hours per meeting), plus time to review the Board pack sent one week in advance of each Board meeting
- Up to four additional meetings per year of trustees and staff members to develop strategy, ideas etc
- Additional Training and Development sessions are offered to all trustees around effective trusteeship, impact measurement, finance management and more (via external providers)
- Ad hoc engagement and support to the CEO, other staff and board members
- Engagement with Hatch staff, programmes and founders as relevant
- Attendance at Hatch's fundraising events and ad hoc fundraising meetings as relevant
- Hatch Trustees are appointed to serve for a term of 3 years and are able to stand for re-election for a further 2 terms (maximum service 9 years)
- Prospective trustees start as Board Observers with Hatch, enabling you and the team to assess if we're a good fit. Being a Board Observer comes with most of the same responsibilities and commitments as a full trusteeship does. We would expect prospective trustees to be Board Observers with Hatch for 3 - 6 months (1 - 2 board meetings and engagement opportunities) before being asked to become a full trustee where this is mutually desirable

Person specification

You are committed to inclusive leadership, and to working collaboratively with a dynamic CEO, team and trustees to develop an ambitious organisation.

- Commitment to Hatch vision, mission and values
- Interest in entrepreneurship, social entrepreneurship, inclusive economy, impact investment, proactive approaches to diversity and inclusion, inclusive leadership
- Willingness, ability, energy, commitment and drive to help Hatch develop its ambitious plans for growth
- Excellent communication skills with a willingness to speak your mind
- Strategic vision,
- Sound, independent judgement
- Ability to think creatively
- An ability to work effectively as a member of a team and to take decisions for the good of Hatch, its team and its beneficiaries.
- Nolan's seven principles of public life:
 - Selflessness
 - Integrity
 - Objectivity
 - Accountability
 - Transparency
 - Honesty
 - Leadership

We are interested in receiving applications with skills and experience in one or more of these areas

- **Digital Learning Expert:** Hatch needs to think about its online offering to founders in new formats and in ways that will continue to deliver value to founders and partners. Online Learning, Virtual Reality, AI & Data, Connected Communities are areas where we would like to strengthen the board with someone who has skills/ expertise and a network we can tap into to assess and continue to develop Hatch's online offer and to assess platform opportunities bringing together specific stakeholder groups (e.g. founders/ mentors).
- **Digital PR, Marketing, Comms:** Hatch has made great strides on developing its Marketing & Comms team. As Hatch grows we want to continue to build our brand and ensure opportunities to share our work, mission and impact with the world are delivered to the best of our abilities. We are looking for someone with specific skills, experience and network to support Hatch's brand building and influencing, particularly with Public Relations background.
- **Fundraising:** Hatch is actively looking to diversify its income , which currently mainly comes from corporate partners (around 70-80%). We believe there is a big opportunity to work with more trusts & foundations and individual philanthropists on a strategic level as well as work with local or central government. We'd welcome people who have an understanding of the world of Philanthropy, Trusts & Foundations and might even be involved in running one or working in one.

Further information about Hatch, and its impact to date can be found on our website: www.hatchenterprise.org.

Equal Opportunities

We believe everyone has potential. We are committed to increasing diversity among business owners, and we want to do the same for our team. If you've read this far, and you like the sound of the job, but you're worried you don't quite fit the requirements, we'd love it if you went ahead and applied.

We want to ensure that our team represents a wider cross-section of society than a typical start-up, and we know that means we have to make an effort to understand and accommodate different people's needs. If you would require any reasonable adjustments to be made to support you to apply, interview or join the Hatch team / board please contact jobs@hatchenterprise.org.

Data Privacy Policy

We will process your personal data for recruitment purposes only and in accordance with our [Data Privacy Policy](#).

If you think you'd like to join Hatch's Board as a trustee, here's what to do

Please contact Dirk Bischof (CEO) via email dirk.b@hatchenterprise.org using Subject line "**Trustee at Hatch**", alongside your CV (or LinkedIn profile if up-to-date) and a cover letter of no more than 1000 words explaining:

- What excites you about Hatch as an organisation and about this role in particular?
- What learnings can you draw from your experience that you would like to bring to Hatch?
- What would you do in this role that would really make an impact?

Thank you & we look forward to hearing from you