mind
Tameside, Oldham, Glossop and Stockport



Job Title:	**Trustee**
Time Commitment:	Approximately 4 to 5 hours per month, plus an annual full-day Board away day; this may vary depending on organisational priorities and projects.
Role Type:	Voluntary trustee role
Works Alongside:	Board of Trustees, Chief Executive Officer and senior leadership team
Organisation:	TOGS Mind
Salary:	Unpaid; reasonable expenses reimbursed.

Trustee Role Description

About TOGS Mind

TOGS Mind is a charitable organisation committed to improving the mental health and wellbeing of people across Tameside, Oldham, Glossop and Stockport. We provide a wide range of services, support and opportunities that help people improve their mental health, build resilience and live fulfilling lives.

Our Trustees play a vital role in ensuring that the organisation remains true to its charitable purpose, is financially sustainable, well governed, and responsive to the needs of the communities we serve.

TOGS Mind has an annual turnover of more than £4 million and a workforce of over 200 people, comprising more than 100 paid staff and 100 volunteers. We also work collaboratively with a wide range of partners across the voluntary, community, public and health sectors. Some services are delivered through subcontracting arrangements where we commission partners to deliver activities on our behalf, while in other cases partner organisations subcontract services to TOGS Mind.

This diverse network of partnerships enables us to extend our reach, maximise our impact, and provide high-quality support to people across our communities.

Why Become a Trustee?

Becoming a Trustee at TOGS Mind is an opportunity to make a genuine difference to the mental health and wellbeing of local people across Tameside, Oldham, Glossop and Stockport. As a Trustee, you will help shape the future direction of a growing and ambitious charity that supports thousands of people each year.

This is a rewarding opportunity to use your skills, experience and insight to influence strategic decision-making, strengthen local communities, and support an organisation that is committed to improving lives. You will also gain valuable experience in charity governance, leadership and decision-making, while working alongside a passionate Board and experienced senior leadership team.

Whether you are an experienced trustee or considering your first Board role, TOGS Mind offers a supportive environment where your contribution can have a lasting impact.

Purpose of the Role

Trustees are responsible for the overall governance and strategic direction of TOGS Mind. Working collectively as a Board, Trustees ensure the charity pursues its objectives, acts in the best interests of beneficiaries, manages its resources responsibly, and complies with all legal and regulatory requirements.

Trustees are both guardians of the charity's values and ambassadors for its work in the community.

Main Responsibilities

As a Trustee you will:

Governance and Strategy

- Contribute to the development and delivery of the charity's vision, mission and strategic objectives.
- Ensure the charity operates in accordance with its governing document, charity law, company law and other relevant legislation.
- Support the development, monitoring and review of the organisation's strategic plan.
- Participate actively in Board discussions and decision-making.
- Ensure Board decisions are implemented effectively and appropriately monitored.

Financial Stewardship

- Ensure the charity's assets and resources are managed responsibly.
- Review financial information and help safeguard the charity's long-term sustainability.
- Ensure appropriate financial controls, systems and reporting arrangements are in place.
- Support the Board in overseeing income generation and fundraising activities.

Risk and Compliance

- Monitor and oversee strategic, operational, financial, safeguarding and reputational risks.
- Ensure effective systems of internal control and assurance are in place.
- Support compliance with regulatory, contractual and statutory requirements.
- Promote high standards of governance and accountability throughout the organisation.

Safeguarding

- Share collective responsibility for ensuring robust safeguarding arrangements are in place for children, young people and adults at risk.
- Seek assurance that safeguarding policies, training, reporting arrangements and learning processes are effective and regularly reviewed.

People and Culture

- Support and constructively challenge the Chief Executive Officer in achieving organisational objectives.
- Ensure appropriate succession planning arrangements are in place for the Board and senior leadership team.
- Promote a positive organisational culture that reflects the charity's values.
- Champion equality, diversity, inclusion and accessibility throughout the organisation.

Advocacy and Representation

- Act as an ambassador for TOGS Mind.
- Promote awareness of the charity and its work within personal and professional networks.
- Support the development of beneficial partnerships and relationships.
- Promote the reputation and values of the organisation at all times.

Collective Trustee Duties

Trustees must:

- Act in the best interests of TOGS Mind and its beneficiaries.
- Exercise reasonable care, skill and diligence.
- Avoid conflicts of interest and declare any that arise.
- Maintain confidentiality where appropriate.
- Act with integrity and uphold the Nolan Principles of Public Life:
    - Selflessness
    - Integrity
    - Objectivity
    - Accountability
    - Openness
    - Honesty
    - Leadership

Time Commitment

Trustees are expected to:

- Attend Board meetings and relevant development sessions.
- Read papers and prepare in advance of meetings.
- Participate in occasional task and finish groups or sub-committees where appropriate.
- Attend key organisational events where possible.

Trustees are normally expected to attend a minimum of 75% of Board meetings each year or nominate a suitable deputy where appropriate.

The anticipated time commitment is approximately 4 to 5 hours per month, plus an annual full-day Board away day, although this may vary from time to time depending on organisational priorities and projects.

Person Specification

Essential

- A commitment to the aims, values and mission of TOGS Mind.
- A genuine interest in improving mental health and wellbeing.
- Strategic thinking and sound judgement.
- The ability to work effectively as part of a team.
- An understanding of the importance of good governance.
- Willingness to constructively challenge and support fellow Trustees and senior leaders.
- Good communication and interpersonal skills.
- Integrity, discretion and professionalism.

Desirable

We welcome applications from individuals with skills, knowledge or experience in one or more of the following areas:

- Mental health and wellbeing
- Finance and accountancy
- Legal services
- Governance and compliance
- Human resources and workforce development
- NHS, health or social care systems
- Digital and technology
- Fundraising and income generation
- Marketing and communications
- Equality, diversity and inclusion
- Public sector partnerships
- Lived or living experience of mental health challenges

Equality, Diversity and Inclusion

TOG Mind is committed to building a diverse Board that reflects the communities we serve. We actively welcome applications from people of all backgrounds, particularly those with lived and living experience of mental health challenges and from groups that are currently underrepresented in charity governance.

What You Will Gain

As a Trustee you will have the opportunity to:

- Make a meaningful difference to people's lives.
- Support the future direction of a respected local charity.

- Share your skills and expertise to benefit your community.
- Develop experience in charity governance and leadership.
- Work alongside passionate and committed Trustees and colleagues.

Appointment

Trustees are appointed in accordance with the Articles of Association and governance arrangements of TOG Mind.

Trustees are expected to undertake a comprehensive induction and participate in ongoing training and development as required.

Trustees may resign by providing written notice to the Chair of the Board and Company Secretary.

About the Organisation

Our Vision

“Enabling everyone in our communities to achieve better mental health”

Our Mission

“To continue to provide the best quality local mental health services in prevention, early intervention and primary care; alongside empowering individuals and our communities to live well.”

Tameside, Oldham, Glossop & Stockport Mind Values:

Relationships

We listen and ask questions to understand others and to build trust.
People matter to us both inside and outside our organisation.

Potential

We encourage personal responsibility for development by discovering and realising the abilities and energies of people.

Aspiration

We support one another, clients, and communities to achieve better mental health.

Learning

We seek insight and grow from experience finding new or better ways to contribute to the field of mental health.

Applying for the role

Application Timeline

Interested in applying for this role? Our timeline should give you an insight into how to apply for a job with us, when to expect your interview, and more!

Safer Recruitment - Please note that successful candidates will be required to complete a self-disclosure form and there is a requirement to complete a DBS check (Disclosure and Barring Service) upon being given a conditional offer. The type of DBS requested will be dependent on the nature of the role you are applying for. References will be requested and followed up.

To apply, submit your CV and a cover letter which sets out how you meet the criteria for the role using the apply button on our website or by email to applications@togsmind.org

Please send your documents in word or pdf format and clearly state your name, the job title and reference number 238 in your email.

There is no deadline for applications as this is ongoing recruitment

If you have any further questions and would like to get in touch, please email the hiring manager through phone or email; alternatively contact our recruitment team at recruitment@togsmind.org

Hiring Manager

Jenny@togsmind.org

More about TOGS Mind

For more information on our Services, please visit our website:

Tameside Oldham, Glossop & Stockport Mind (togsmind.org)

You can also follow us on social media:

Tameside, Oldham, Glossop & Stockport

TOGS Mind

@togs_mind

Also please consider signing up to our quarterly Newsletter here:

https://www.togsmind.org



Ashton Wellbeing Centre

216-218 Katherine Street,

Ashton-under-Lyne,

OL6 7AS.



Oldham Wellbeing Centre

19-25 Union Street,

Oldham,

OL1 1HA.



Stockport Wellbeing Hub

83 St Petersgate,

Stockport,

SK1 1DN

Call: 0161 330 9223

Email: office@togsmind.org