

Hamelin Trust

Trustee Recruitment Campaign 2023

Candidate Pack

May 2023



Welcome from our Chair Graham Woodham & Chief Executive, Ru Watkins



Thank you for your interest in joining our team as a Trustee.

Founded 40 years ago by two families raising children with learning disabilities to provide life-enriching support that was not readily available, affordable, or easy to access for families just like them. This mission still drives us today and sits at the heart of what we do.

Today, we proudly support families and the community across Essex through our specialist and community outreach services.

We offer high-quality training, socialising and personalised care for young people and adults with learning disabilities and who are neurodivergent. Together with respite for families in need of a much-valued break. A provision that is enhanced through the unique insight we have gained into the needs, opportunities, and challenges faced by people who are neurodivergent or have a learning disability as they go through life built up over the past four decades.

We also have an eye to the future. Working tirelessly to develop our strategy and governance to ensure a brighter and more sustainable future and growth to meet the ever-increasing need and changing demands of the community we serve.

If this appeals to you and you would welcome the opportunity to apply your skills and expertise in support of our work and the achievement of our future ambitions, please read on.

Challenge

The recent pandemic has highlighted the sheer number of people and families who require the support and care we provide and especially those with complex needs, and the number is growing. There are over 39,000 people with a learning disability or autism in Essex alone – and this number is expected to grow to almost 44,000 by 2040.

There has also been a significant increase in those experiencing social isolation and loneliness and a growing recognition of the detrimental impact this has on both their physical and mental health. Hamelin Trust has initially responded by building meaningful connections and providing fulfilling activities that allow individuals who are neuro-divergent and those with learning disabilities to live the happy, healthy lives they want.

Services

With a successful track record and commitment to delivering high quality person-centred care for those with learning and physical disabilities and those who are neuro-divergent (rated Good by the CQC). In recent years the Hamelin Trust has expanded to encompass young people, adults of all ages, working in the community and within 3 centres located across the county of Essex.

We have over the years also developed a shared history with our network of families, friends, and supporters, and built relationships with many amazing people; from those who have donated funds to help our guests and services to grow; to those who volunteer within our projects and gift their time to provide advice and support for our families and our team. Support which is both, much appreciated and incredibly rewarding for those who take the time to engage with us.

"We want young people and adults with learning disabilities to lead healthy, happy and fulfilling lives, and provide support that allows Mum and Dad to be Mum and Dad"





Developing Inclusive, Compassionate Communities.

Hamelin Trust want to enable those that we support, our guests and their families, to achieve their life ambitions.

We now have an ambitious plan to develop inclusive, compassionate communities where people live the life they choose and a growth strategy that seeks to deliver a person-focused, place-based model of care.

We want to support and deliver care not only to young adults who are neuro-divergent or have a learning disability but also to their families, so parents and siblings can, wherever possible, be mum and dad, brother and sister, and not just carers.

This agreed and revised strategy is already achieving success, enabling us to increase our reach and effectiveness by expanding provision based upon a compassionate community model while simultaneously promoting greater co-production with partners, the social care and health system, and the wider local community.

Enabling us and our team to provide greater integrated support through life services to beneficiaries, their parents/carers, the wider family, and community networks.



Governance

Hamelin Trust relies on the support and guidance of a dedicated and skilled Board of Trustees, who are actively involved in the charity's strategic direction, governance, and decision-making and who will be fundamental in driving the future direction and achievement of our strategic ambitions.

They have the opportunity to undertake an influential and valuable role and benefit from and witness the positive impact that their decisions have on people's lives, on the communities we serve, and on the strategic direction of the charity.

They work collaboratively with our Chief Executive and the senior team, ensuring that services continue to be developed in partnership with stakeholders and especially the people, families, and communities we serve.

They ensure that we are at the forefront of developments within the sector, positively supporting the process of change and transformation.

They appreciate the value of partnership, feel comfortable and relish building relationships, demonstrate an ability to positively engage and generate support and interest in the Trust.

They identify strongly with our values and our progressive approach to all that we do, our commitment to enhancing equality, diversity, and inclusion, and are committed to ensuring the good mental health and well-being of our staff and volunteers.

All of which needs to be achieved against an external environment characterised by a cost of living crisis, an economy in recession, and three converging and potentially catastrophic long-term trends: climate change, globalization, and growing inequality, which are likely to produce a period of uncertainty that will make the previous two decades look positively stable.

Trustees

We are looking for three individuals who can help us to sharpen our thinking and who will bring new and diverse voices and a background within care, finance, and as a business connector to support, drive, and help us to deliver our plans.

We are equally keen to hear from candidates who do not meet these specific criteria but believe they could actively contribute to our thinking and to our future success and resilience.

Previous experience as a Trustee is not necessary, as we are committed to full and appropriate induction, mentoring, training, and support for all new Trustees.

Terms

The role is not remunerated, but Board members are eligible to claim reasonable expenses for attending meetings and events on behalf of the charity.

Time Commitment

The time commitment is approximately 1 - 2 days per month.

Term

As a Trustee, you will be expected to serve at least one and encouraged to serve potentially two further three-year terms.

Head Office

Billericay, Essex.

Care

Tasked with providing oversight and input into key strategic decisions relating to the provision of our care-related services and policies, and safeguarding to support the Board, Chief Executive and our Director of Care.

You will be expected to apply your expertise, insight and knowledge in relation to trends and developments within the social and health care space. Identifying areas for improvement, and opportunities to potentially innovate, whilst communicating areas of potential concern or risk.

You will also, hopefully, come to the role with exceptional experience and familiarity with social innovation within a UK care context.



Finance

Tasked with maintaining an overview of our finances, acting as a mentor, and providing oversight to our Director of Finance and well-grounded advice to the Board and our Chief Executive.

You will be responsible for assuring the Board that our financial resources meet our present and future needs; that we maintain an appropriate level of reserves and investments; that we have proper accounting procedures and controls in place, and for overseeing the preparation and examination of our annual accounts.

A Qualified Accountant with demonstratable commercial awareness and knowledge, you will ideally come to the role with experience in managing working capital considerations and the ability to communicate and explain financial information to people with both a finance and nonfinance background.



Business Connectors

During the pandemic, we witnessed businesses and charities working together in a way that had never been evidenced before.

We recognise the importance of such engagement and relationships and the benefits which flow in both directions and seek an individual to help us develop new ideas and arrive at the best possible strategy to make things happen by helping us to identify and cultivate potential corporate partners, working collaboratively and in partnership with our Director of Income Generation.

You will ideally feel comfortable in an ambassadorial role and by the very nature of your professional background, know relatively large numbers of people and be confident and willing to make introductions.





Responsibilities

As a Trustee, you will be expected to share our vision and values, actively apply your skills, expertise, knowledge, and networks to further the aims of the charity, and ensure we have the necessary resources.

Governance

- Ensure that Hamelin Trust pursues its stated objects, as defined in our governing document, developing and agreeing a long-term strategy.
- Ensure that we apply our resources exclusively in pursuance of our charitable objects for the benefit of the public.
- Ensure that we comply with charity law, company law, and all other legislative and regulatory requirements.
- Actively contribute at Trustee and committee meetings and monitor the implementation and subsequent outcomes of decisions.

Leadership

- Ensure that we define our goals and effectively evaluate our performance against agreed operational targets.
- Ensure the effective and efficient administration of the Hamelin Trust by applying appropriate policies and procedures.
- Ensure the future organisational sustainability and financial stability of the charity.

External

- Actively seek financial and in-kind support where possible.
- Safeguard the good name, values and reputation of the Trust.
- Represent the Trust at high-profile engagement events.

Internal

- Maintain oversight of the activities of Hamelin Trust and work with our team and executive to account for what it needs to achieve.
- Support the development of a learning culture and motivate, encourage, and helpfully challenge the staff team.

The above list is indicative only and not exhaustive. Trustees will be expected to perform all such additional duties as are reasonably commensurate with the role.

Person Specification

Expectations are high. As a new trustee, you will need to evidence and demonstrate commitment and be fully engaged and motivated by our vision for Hamelin Trust and bring the necessary experience, expertise, and energy to ensure we are able to achieve all that we hope to achieve.

Experience

- Significant senior strategic leadership experience.
- Successful track record of achievement throughout your career.
- Entrepreneurial, with the ability to successfully navigate strategic, financial, operational, and reputational challenges.
- Experience in external representation, delivering presentations, and managing stakeholders.

Knowledge & Skills

- An understanding and acceptance of the role and responsibilities of a trustee.
- Broad knowledge of the charity sector and current issues affecting it.
- Sound independent judgement, strategic vision, and the ability to think creatively.
- Strong leadership, interpersonal and relationship building skills, with the ability to engage with staff, volunteers and our guests and bring people together.
- Commitment to fairness and to promoting equality and inclusion.

Attributes

- Palpable passion and commitment to our work and the impact we achieve.
- Curiosity to interrogate and challenge how we work to drive operational efficiency and improvements.
- Ability and willingness to contribute to the work of the Board, optimising your skills, perspectives, experience, and knowledge and actively engaging in subjects and agenda items outside your areas of expertise.
- Ability to commit the necessary time and effort to conduct the role well, including travel, preparing for Committee and Board meetings in advance and attending events outside of office hours.



How to Apply



If you would welcome the opportunity to apply, please forward the following:

- A CV or an extended biography outlining your executive and non executive appointments, achievements, and academic and professional qualifications.
- A supporting statement (maximum 2 x A4 pages) demonstrating your motivation, skills, and experience relevant to the role, how you can add value to the work of the Board, and any other relevant information.

Your application should be sent to our advising consultant, Philip Nelson, at philip.nelson@thehiringdept.com.

Please also let us know if you need any special provisions should you be called forward for an interview.

Appointment will be subject to the receipt of satisfactory references and an Enhanced DBS, which will be completed and paid for by Hamelin Trust.

Timetable

Closing Date: Sunday, 25 June

Preliminary Interviews: Friday 7, Monday 10 & Tuesday 11 July

Final Panel Interviews: Friday, 4 August

Queries

For an informal and confidential discussion, to ask a question on any aspect of the appointment process, or for additional information, please get in touch with Philip Nelson on 07771 953959 or via email at philip.nelson@thehiringdept.com.

Hamelin Trust

THE
HIRING
DEPT.

