



A tiny life that is always loved, cherished and never forgotten

Trustee Recruitment

November 2024



**THE
HIRING
DEPT.**

Welcome

Thank you for your interest in becoming a trustee with Remember My Baby; a UK-based registered charity that offers a gift of baby remembrance photography to UK parents experiencing the loss of their baby before, during, or shortly after birth.

Founded in August 2014 by parents with lived experience and an acute understanding of the loss felt by parents and of the need to create positive memories in the most challenging circumstance that no parent should have to witness. Today we remain volunteer-led in the great tradition of the charitable sector.

Ten years on, and with the key pillars and foundation for future success in place, we have made the bold decision as a board to build the board's capacity and capability, to help us achieve our ultimate ambition to have baby remembrance photography offered as a choice to all parents facing the loss of their baby in every hospital and birth centre across the UK.



Demonstrating a passion and empathy for our sensitive and timely work and the ability to leverage your specialist areas of expertise and networks or your lived experience to ensure that we continue to grow and strengthen as a charity and become more sustainable, increasing both our reach and impact.

As a trustee, you will play a key role in supporting families through loss, shaping the future development of a charity that brings comfort and compassion to those who need it most, and have the opportunity to work alongside a passionate and inspiring team of dedicated volunteer photographers.

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.

Nicky Heppenstall, Founder Trustee



About Us

Remember My Baby was created and exists to assist the grieving process for families who have lost a baby before, during or shortly after birth, by providing a skilled photographer to photograph their baby free of charge, and to gift these images to the family.

We are compassionate, dedicated, and strive for excellence in everything we do. We have an ambition to provide the gift of high quality remembrance photography to as many bereaved families as possible; our response is individual and sensitive, and we are passionate about sharing and improving the service we offer.



Support For Families

When a family loses a lifetime's potential for capturing milestones as their child grows, we offer to capture a precious baby or babies with their parents, siblings, and extended family for free, with each family receiving high-resolution digital images free of charge, with a copyright licence to print for their own personal use.

It is how we offer our sincere condolences to families who are unexpectedly starting their journey through grief after the loss of their baby. Recognising that losing a child at any stage, whether this be through miscarriage, stillbirth, neonatal or infant death or of any age is one of the most traumatic experiences any one can go through.

By offering sensitive and beautiful remembrance photography, we hope that the small gift we can provide to families will bring some comfort in the days, months and many years to come. It can also help parents with the grief and healing process.

Where are we today?

In our first 10 years, we delivered over 200,000 precious photographs, providing a unique gift to more than 7,000 families facing the loss of their baby.

A service which is currently provided in around 35% of hospitals, and a figure we are keen to expand as we grow our network of volunteers, our ultimate ambition is to be able to provide our service to as many bereaved families as possible, in the knowledge that in 2021, The Office for National Statistics stated that there were 2,597 stillbirths*.

Our Volunteers

Without the support of our volunteers, we simply wouldn't exist, and we wouldn't have achieved the success we have enjoyed to date.

With over 240 volunteers, volunteering plays a pivotal role within Remember My Baby, with our core group run by dedicated volunteers and all our photographers and digital retouchers serving as volunteers.

Our Strategic Plan 2022-2025

Our current three-year plan has sought to respond to the unprecedented immediate challenges presented by the Covid-19 Pandemic, supporting families, healthcare professionals and volunteers to be able to best manage and mitigate the effects of the Pandemic, ensuring stability for our organisation and sustainable delivery to continue to assist the grieving process for families who have lost a baby.

A working document which has been continually updated and tweaked many of the strands in the strategy represent a starting point for the longer- term direction we seek to take.

Financial Position

Historically well funded through voluntary donations, with our large volunteer base leveraged by limited income and with minimal outgoings, our reserves at the beginning of 2023 exceeded £200,000.

The charity's efforts to subsequently expand, covering key roles with salaried positions coincided unfortunately with a significant downturn in income. As a result of which the charity has reduced staffing levels to two part time roles, a position we believe to be sustainable in the longer term, with a projected return to surplus by the end of our current financial year.

Our New Trustees

We are looking to appoint potentially four or five new trustees who can help us sharpen our thinking and bring new and diverse voices to support, drive, and help us deliver our plans.

We would also be delighted to hear from other candidates who do not meet these specific criteria but believe they could actively contribute to our thinking and 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.

Remuneration

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.

Treasurer

We seek a treasurer who combines strong financial acumen with empathy and integrity.

A Qualified Accountant who is proficient in budgeting, compliance, and reporting, with an understanding of the charity sector and sensitivity to the charity's mission, and an individual who can play a transformative role in ensuring the charity's financial health and sustainability,

It would also be helpful but not essential if our new Treasurer came to the role with some familiarity with the fundraising and grant application process and experience of working with volunteers.



Trustee – Fundraising

We seek an experienced fundraiser to help us develop our new fundraising strategy, to help drive income growth so that one day we will be able to offer a unique gift to all parents.

A fundraiser, who can review the performance of our existing fundraising streams and suggest and build viable alternatives; support Remember My Baby to cultivate and expand our networks of contacts, from individual donors to corporate sponsors, grant providers, and other philanthropic connections; and potentially open doors that might otherwise be difficult to access.

A candidate who would be willing to act as a mentor to our staff team sharing their knowledge on how to research, write, and secure grants and who is familiar with and understand compliance and transparency requirements associated with charity funding.

Trustee - Governance

We recognise the positive impact that having a Trustee with Charity Governance expertise will have not only on the charity but also our existing trustee team.

We are looking for a candidate who brings a familiarity with charity law, and compliance standards, particularly as they relate to safeguarding, financial reporting, and GDPR.

An individual with knowledge of best practices for board structure, roles, and responsibilities, and skills in developing governance policies, such as conflict of interest policies, whistleblowing procedures, and the Governance Code.

Trustee - Midwifery

We are keen to recruit a midwife who brings first-hand knowledge of the medical and emotional complexities surrounding pregnancy and baby loss, which is invaluable for a charity serving bereaved families.

Someone able to help us to leverage wider access and expand our professional medical knowledge, and enhance and help build our credibility and awareness amongst midwives and other healthcare professionals.





Trustee – Lived Experience

Here at Remember My Baby, we understand the significant role and impact that trustees with lived experience of baby loss have played in guiding our volunteer-led charity's mission, programmes, and culture.

Their insight has helped to shape how we deliver our unique gift, our broader approach, and fostered a bond, trust and an even stronger connection with the parents and families we support.

Two of these Founder Trustees, Nicky Heppenstall and Cheryl Johnson, who also serve as Volunteer Photographers, have been the driving force in the charity and built it to what it resembles today will, in the not-too-distant future, step away from their trustee roles.

Two hard acts to follow, we are keen to attract candidates who readily recognise how their experience can play a vital role in guiding our mission, with their personal insight helping to shape supportive, relevant, and compassionate services, while fostering trust and connection with beneficiaries - our parents and families.

Role Profile

Our expectations are high as a Trustee, you will be expected to share our vision and values, actively apply your skills, expertise and knowledge, and networks to further the aims of the charity, to secure our long-term sustainability.

Leadership

- Ability to work collectively to define our goals, and develop and implement business and strategic plans to ensure the future sustainability of the charity.
- Ensure compliance with regulatory requirements and charitable standards.
- Monitor the charity's impact, ensuring that we have effective tools in place to evaluate our performance against agreed targets, to maximize the positive outcomes for our families.

Governance

- Ensure that Remember My Baby pursues its stated objects, as defined in our governing document.
- Actively contribute at Trustee and committee meetings and monitor the implementation and subsequent outcomes of decisions.

Financial Oversight

- Review budgets, financial reports, and operational plans to ensure sound financial management.
- Assist in the ongoing development and review of our fundraising and income-generating strategies.
- Monitor financial health and compliance, ensuring resources are used effectively and responsibly.

Risk Management

- Identify and evaluate risks to the charity, the families we serve, finances, reputation, volunteers, and staff, ensuring adequate mitigation strategies are in place.
- Ensure a proactive approach to safeguarding the emotional and psychological well-being of both families and staff.

Advocacy

- Actively seek financial and in-kind support where possible.
- Safeguard our good name, values, and reputation.
- Represent the charity externally at meetings and events

People

- Help foster a supportive environment.
- As needed, support recruitment processes for both salaried staff, volunteers, and appointments to the Board.

Person Specification

Experience

- Successful track record of achievement throughout your chosen 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

- 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.
- Broad knowledge of the charity sector and current issues affecting it.
- An understanding and acceptance of the role and responsibilities of a trustee
- Commitment to fairness and to promoting equality and inclusion.

Attributes

- Compassion and Empathy: An understanding of the challenges faced by families experiencing baby loss and a commitment to supporting bereavement services.
- Leadership and Integrity: The ability to lead with sensitivity, making ethical decisions with a focus on the charity's long-term vision.
- Strategic and Analytical Thinking: Ability to think critically and contribute meaningfully to strategic discussions.
- Financial and Governance Acumen: Understanding of charity finances, risk management, and legal responsibilities in the UK nonprofit sector.
- Teamwork and Communication: Effective communication skills, and the ability to work collaboratively within a team of trustees and with charity staff.



How to Apply

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

- A CV or an extended biography outlining your salaried, non-executive and voluntary roles, achievements, and academic and professional qualifications.
- A supporting statement (maximum 2 x A4 pages) demonstrating your motivation, skills, experience relevant to the role, how you would hope to add value to 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.

The appointment will be subject to the receipt of satisfactory references and an Enhanced DBS, which will be completed and paid for by Remember My Baby.

Recruitment Timetable

Closing Date: Tuesday, 3rd December

Final Panel Interviews (online):

- Tuesday, 10th December
- Thursday, 12th December
- Monday, 16th December



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 via email at philip.nelson@thehiringdept.com or on 020 3590 9978.



Remember My Baby[®]
REMEMBRANCE PHOTOGRAPHY

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