

Welcare Trustee Information Pack

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Welcome

Welcome to Welcare and thank you for your interest in joining the Welcare Board of Trustees. This is an interesting and challenging time to join our charity as we celebrate our 125th anniversary. We are looking for dedicated and talented trustees to help us sustain and shape the future of our work so that we can continue to help even more vulnerable families over the next 125 years. If you think this is for you, we would very much like to hear from you.

What is Welcare

Welcare was set up in 1894 by the Bishop of Rochester to respond to the desperate needs of single, homeless young girls, women and their babies in South London. Initially Welcare provided mother and baby homes but over the years we have changed our focus to preventative work, doing all we can to keep the families together in their homes. Our services are based on Christian values and are offered equally to families and children of all faiths and none.

Today Welcare works with vulnerable families and children up to the age of 13, in South London and East Surrey, who may be challenged by any number of tough circumstances including:

- Being at risk of, or who have experienced, domestic violence or abuse
- Impact of gang culture and the risk of serious youth crime particularly in Inner London centres (Lambeth, Southwark, Greenwich)
- Low emotional health and mental health issues in both children and adults
- Poverty, deprivation and poor housing
- Insecure immigration status
- Risk of school exclusion

Looking to the future, we want to develop new services to meet the needs of the increasing numbers of fathers and boys referred to our services for support.

Whatever the family's background and needs, we strive to empower families and change lives for the better, offering practical and emotional support to overcome challenges.

Our Vision is of a world where every child and family is respected, included and resilient, and able to overcome challenges in life.

Our Mission is to work alongside parents to give children secure and confident childhoods and to enable them to thrive in the future.

We are proud of our Christian heritage and identity and derive our values from our Anglican origins. We believe that the essence of these values is shared by those of other faiths and none.

We are:

Inclusive – our services are open and are offered unconditionally to all who have needs we can help.

Nurturing – we strengthen and inspire families by being flexible and responsive to the evolving needs of children and families.

Collaborative – we work in partnership with children, their families and other agencies.

Trusted – we are a respected and established charity that is honest, transparent and accountable. Our services are supervised by professionally qualified staff.

Beneficiary-focused – we always put the safety and wellbeing of children and families first.

Our services

Today, we offer a practical and emotional support and advice service to more than 900 mothers, fathers and children aged up to the age of 13 operating from four centres in South London and one in Redhill, East Surrey. Our service is social work-led, and volunteer-supported. We work holistically to provide a family-focused support plan in a welcoming, non-judgmental environment. Through a combination of group work and one-to-one sessions, we work with children and families to enable them to cope with difficulties through both practical and emotional solutions.

Our Strategy and Business Plan 2018-2021

We aim to develop and grow services linking service delivery to income generation whilst being realistic about the challenging funding environment in which we are operating. We have already adapted to an increasingly constrained funding environment through enhancing our systems and processes to make us more efficient. While the need for our services ever increases, the funding available remains one of the biggest challenges going forward.

What will you be doing

You will be joining a lively and committed Board of Trustees comprising the Chair, Vice-Chair and Treasurer and up to seven more trustees.

The Charities Act 2011 describes trustees as those responsible under the charity's governing document for controlling the administration and management of the charity. In addition to being a registered charity, Welcare is a company limited by guarantee, and Welcare's trustees are registered as directors at Companies House.

Trustees have 12 main roles. Training will be given as part of the induction process and ongoing Board development. (<http://www.governancehub.org.uk/Trustees.shtml> for the fuller version)

1. Set and maintain vision, mission and values
2. Develop strategy with the Chief Executive Officer
3. Establish and monitor policies which govern organisational activity
4. Set up employment procedures to protect the organisation and those who work for it
5. Ensure compliance with governing document in line with the charitable objects
6. Ensure accountability as required by law and to donors, beneficiaries, staff, volunteer, and the general public
7. Ensure all the organisation's activities comply with the law
8. Maintain proper financial oversight so the charity secures sufficient resources to fulfil the mission

9. Select and support the Chief Executive Officer
10. Respect the role of staff
11. Maintain effective board performance
12. Promote the organisation as good ambassadors through their behaviour, governance oversight and their activities on behalf of the organisation.

What are we looking for

We are looking for trustees of all ages and backgrounds who will help deliver our strategic aims and to ensure that Welcare has the resources to continue its work supporting vulnerable children and families. We want our Board of Trustees to reflect the community we serve with a diversity of experience, economic, social and geographical backgrounds.

To enhance the diversity of our board, we would particularly like to hear from younger people, people from ethnic minorities and those who may have lived experience similar to those children and families we want to help.

Previous board/trustee experience is not necessary as we will cover trustee duties in our induction programme.

Experience

We are interested to know what experience or life/work background you can bring to help the Board fulfil its role. You may have experience in one of the following:

- Fundraising
- IT infrastructure/Strategy
- Social work, social policy or children's services
- Charity/Voluntary sector experience
- Knowledge of child/family support issues in the community

You may have plenty of other professional skills or experience that could help the Board. Whatever your background, we would like you to tell us how your life/work experience can help Welcare.

Personal criteria

Above all, we are looking for individuals to join us on the Board who will help support the work of Welcare in South London and East Surrey by demonstrating:

- (i) Commitment to Welcare's mission and willingness to devote the required time and effort
- (ii) Ability to maintain confidentiality
- (iii) A problem-solving 'can-do' attitude and enthusiastic approach
- (iv) Ability to work effectively as part of a team
- (v) Willingness to learn, listen, engage and undertake effective training

Time commitment

The Board meets four times a year in the evening (5.30-7.30pm) at our Central Office, 19 Frederick Crescent, SW9 6XN as well as an annual Planning Day. You may also join either the Finance or Services Committees

both of which meet termly. We have an Annual Meeting to celebrate the contributions of our volunteers and occasional training days.

In addition, we encourage trustees to act as good ambassadors for the charity in a variety of settings: in churches, schools and at fundraising events.

This is a voluntary role and reasonable expenses can be claimed, in line with Welcare's expense policy, for attendance at board meetings and childcare costs.

What is the recruitment process and timetable

If you feel inspired to get involved with Welcare and you think that you have experience and skills that fit this opportunity, please send:

- Your current comprehensive CV, including details of two referees who will not of course be contacted without your prior knowledge and consent;
- A short supporting statement outlining (i) how you feel your experience could be of benefit to Welcare; (ii) how you will meet the Personal Criteria and (iii) your motivation for applying for the trustee role.

Please email Diane Taylor at info@welcare.org with any questions or applications.

Recruitment timetable

Please send in your application at any time up to Monday 19th August 2019.

We will respond to each application and will hold a series of opportunities in August and September for candidates to meet with the CEO, Chair of the Board and other trustees.

We aim to hold an induction for new trustees during October with your first attendance at the Board Planning Day on 18th November 2019.

Documents Attached:

Summary of Strategy and Business Plan 2018-2021
Latest Trustees' Report and Annual Accounts
125 years of Welcare
Equality and Diversity Monitoring Form
Equal Opportunities Statement
Our HR Privacy Notice

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