



# Trustee Recruitment

Summer 2020

 mind | Lancashire  
for better mental health

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## Who are we?

**We are more than a mental health charity.**

**We're a passionate movement leading the wellbeing revolution in Lancashire.**

Lancashire Mind is an independent charity with its own board, constitution and finances. We have a deep and ongoing relationship with national Mind and work together towards our respective visions.

Our vision is Mental Wellbeing for All. Our work enables people in Lancashire to value and take care of their mental health.

We work in partnership with others to provide support, raise awareness and campaign across Lancashire to make mental wellbeing a priority. We believe that prevention is the solution, that everyone can achieve mental wellbeing and that resilience is the key to sustaining it.

With 50% of mental health conditions developing before the age of 14, building resilience from an early age is central to the work we do.

Around 1 in 4 people in Lancashire are currently living with a mental health condition. The vast majority play an active role in society with a significant proportion in active employment. However, too many still face barriers to good health, employment and well-being. We won't rest until we achieve mental wellbeing for all.

We invest in, and work with, others to innovate, develop and test new ways to promote well-being and better manage mental health conditions.

We work with people to manage and improve their mental wellbeing through our Tenancy Management and Wellbeing Coaching services, within a supportive network of other providers.

We provide effective workforce training to businesses across Lancashire, to improve staff resilience and mental wellbeing and reduce the impact of stress/mental health conditions in work.

We believe that, working together with others, we can make Lancashire a beacon county for mental wellbeing and ensure everyone experiencing a mental health condition is treated as an equal member of society.

Do you want to be part of our revolution?

## What difference do we make?

Lancashire Mind in 2019 is in a strong position, in terms of finance, strategy and leadership. This will help us achieve our 5 current strategic aims:

1. To build resilience, wellbeing and knowledge of mental health across the population of Lancashire
2. To help people overcome barriers to their wellbeing
3. To help people achieve and maintain recovery from mental health problems
4. To continuously influence and develop partnerships to improve the mental health of Lancashire
5. To be the best organisation we can be through reflection and intelligence gathering

Our vision is underpinned by five values, which are to be: Optimistic, Innovative, Pioneering, Revolutionary, Passionate. Lancashire Mind believes that only a universal approach will result

in the attainment of mental wellbeing for all. Our focus is much wider than just those with a clinical diagnosis of a mental health condition.

Lancashire Mind seeks to impact on all 1.5 million people who live in Lancashire. We believe the ability to improve mental health is a universal right. Our primary value of Optimism is particularly important as we believe in a positive, 'non-deficit' view of mental health.

We've successfully increased unrestricted income, allowing us to choose what we do and where. We focus on commissions and contracts, only where they have a good fit with our values and strategy.

Externally, Lancashire Mind is well positioned and well respected in the county. We are viewed as thought-leaders in the area of mental wellbeing and we have been instrumental in shifting the county-wide understanding of mental health.

Towards the end of 2017, we recruited a new CEO who brings a vast range of experience in the sector – both as award-winning charity CEO and as a trustee of high-profile national charities. We have an engaged Board of Trustees from a range of senior leadership and professional backgrounds, a number of whom have a lived experience of mental health conditions.

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## The opportunity

With several longstanding trustees coming to the end of their terms of office, Lancashire Mind is looking to recruit 2-3 other trustees this year to ensure a smooth transition.

Trustees serve a three-year term in office, with an opportunity at the end of that first term to stand for re-election for a second (and final) term.

We seek Trustees who share our values and our passionate belief that prevention and resilience are the key to achieving mental wellbeing.

We strive to continuously improve the governance of the charity. This includes conducting an annual trustee skills audit. This has informed our current

recruitment round; we are particularly looking for applicants with one or more of the following skills:

- Finance & audit
- Clinical
- Strategic HR
- Employment law
- Charity governance

Lancashire Mind also welcomes applications from high performing and well-connected candidates who feel that they offer other relevant skills and/or connections not listed above.

While this a voluntary position, all reasonable out of pocket expenses will be reimbursed. We also ensure there is support available for trustees. Both to develop in role and to maintain their own mental wellbeing.

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## Commitments of trustees

Lancashire Mind's Trustees will be expected to make the following essential commitments:

1. To attend and contribute to all Board meetings (usually 4 per year)
2. To attend and contribute to one of the subcommittees (4 meetings per year)
3. To attend an annual Board Away Day
4. To prepare for each meeting by reading the papers provided
5. To participate in conference calls and email discussions if required, and to read and respond to email communications from the Chair and/or CEO
6. To promote the work of Lancashire Mind including attending occasional meetings, functions and events
7. To broker meetings with relevant and beneficial third parties.

We are seeking people who can commit to an approximate time commitment of around 2 days per month from all Trustees. We provide support for trustees to engage virtually via internet and phone conferencing.

# Role description

**Title:** Trustee

**Salary:** voluntary role, reasonable out of pocket expenses can be claimed

**Responsible to:** Chair of the Board

**\*The packs Enhanced Competencies section has been amended on the 03/06/2020. The deadline has now been extended for 1 week to allow for additional applications. The new deadline is 9am, Monday 22nd June.**

## Overview

To contribute experience, skills and insight to the governance of Lancashire Mind, helping ensure the charity continues to play a leading role in shaping mental health policy and practice across the county

## Trustee key accountabilities

- **Leadership** – ensuring that the work of the charity is grounded in the experience, and responds to the changing needs, of the people of Lancashire
- **Strategy** – supporting the development of a strategy which is aligned with vision, mission and values
- **Assurance** – overseeing strategic performance is in line with strategic plans
- **Risk** – having an awareness of strategic risks and ensuring measures are in place to monitor and control these
- **People** – leading a culture which ensures employee engagement and high performance
- **Compliance** – making sure the charity fulfils its legal duties

## The six essential competencies

We expect all trustees to be able to demonstrate each of the following:

- Knowledge and understanding of the role and responsibilities of a charity trustee
- A strong commitment to achieving Mental Wellbeing for All
- Commitment to promoting equality of opportunity, recognising the differing challenges faced by diverse groups
- Ability to think strategically and creatively and to challenge established views in an emotionally intelligent manner
- Excellent communication skills
- An understanding of (or a willingness to understand) the strategic, policy and political environments that affect and influence Lancashire Mind's work

Additionally, we are specifically interested in candidates who possess one or more of the additional competencies listed below. We do not expect candidates to have all these skills, however please provide evidence for each of those that you believe you have.

If you feel you could bring other strengths or connections to Lancashire Mind that are not listed below, we are still interested in hearing from you and we ask that in your covering letter you tell us about them and why you feel they would be pertinent to the achievement of our vision.

## Enhanced competencies

At least ONE of the following:

- Professional experience of communications and marketing
- A qualification in accountancy and a thorough understanding of financial governance
- Significant experience of charity governance
- Knowledge and experience of public health – ideally with experience of mental health prevention
- Knowledge and experience of primary/secondary mental health care
- Experience of working in employment law/HR management

# To apply

To apply for the Trustee role, send a current CV and a covering letter (no more than two sides of A4) to [admin@lancashiremind.org.uk](mailto:admin@lancashiremind.org.uk) and [complete the Lancashire Mind equal opportunities monitoring form](#) by **9am on Monday 22nd June 2020**.

Applicants are requested to ensure that their covering letter clearly articulates how they meet each of the six essential competencies, and additionally gives full details of how they meet one or more of the enhanced competencies. As already stated, if you believe that you have additional/alternate skills and/or connections to those listed on page 7 then we encourage you to tell us about them.

If you wish to discuss the role before applying, you can arrange to speak with the Chief Executive Officer, Tommy McIlravey, by emailing [admin@lancashiremind.org.uk](mailto:admin@lancashiremind.org.uk).

Lancashire Mind regrets that it cannot consider for interview applicants that have not provided the above information.

Interviews will take place on 7<sup>th</sup> July 2020 Successful applicants will be invited to observe the Board meeting scheduled for Wednesday 19<sup>th</sup> August and expected to attend the Lancashire Mind Board meeting and AGM on Wednesday 18<sup>th</sup> November 2019 for official appointment. Time and venues to be confirmed and an induction session with the CEO will be scheduled.

Lancashire Mind particularly welcomes applicants who can bring a diversity of thinking to our work and organisation based on their personal characteristics and experience, be it of disability ethnicity, faith or sexuality. We particularly welcome applications from individuals that have a lived experience of mental health conditions.

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