



# Trustee Recruitment

Summer 2021

 mind | Lancashire  
for better mental health

## Contents

Who are we? .....	2
What difference do we make? .....	2
The opportunity .....	3
Commitments of trustees.....	3
Role description .....	5
Overview .....	5
Trustee key accountabilities .....	5
The six essential competencies.....	5
Enhanced competencies .....	6
To apply .....	6

## 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 mental health charity delivering a strategy that has been co-created with the people of Lancashire. We are also an active member of the national Mind Federation and work together with partners across the country.

Our purpose is to achieve the best possible mental health and wellbeing for everyone in Lancashire. To achieve this, we will:

- **Connect Minds** with ongoing engagement and co-creation
- **Change Minds** by challenging stigma and increasing knowledge around mental health
- **Support Minds** by being a source of help where and when people need to

Our work empowers 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 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. While these individuals play an active role in society there are still too many barriers to good health, employment, and well-being. COVID-19 has had a devastating impact on individuals, communities, jobs, and life chances. We are only just beginning to understand the mental health impacts of the pandemic upon the people we serve, so it is all the more important that we keep engaging with people across the county and ensuring their voices are heard.

We are determined to ensure we are an organisation that is representative of the diversity of the whole county and to challenge the health inequalities that affect various communities. We are working to become a truly anti-racist organisation. We will not rest until we achieve mental wellbeing for everyone in Lancashire.

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

Would you like to join us to connect, change and support minds?



## What difference do we make?

Lancashire Mind in 2021 is in a strong position, in terms of finance, leadership and with the launch of our new strategy. Our 5 strategic aims are:

1. To listen, learn and influence
2. To work with others to solve problems

3. To keep making it easier to talk about mental health and wellbeing
4. To get people the help they need
5. To keep getting better

Our vision is underpinned by four values, which are to be: Real, Bold, Caring and Open. Our focus is much wider than just those with a clinical diagnosis of a mental health condition.

Lancashire Mind seeks to positively impact on all 1.5 million people who live in Lancashire. We believe the ability to improve mental health is a universal right and take a positive 'non-deficit' view of mental health.

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

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'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.

We have an engaged Board of Trustees from a range of senior leadership and professional backgrounds, all of whom have a lived experience of mental health conditions, whether their own or someone close to them. They have played an instrumental part of forming our new strategy.

## The opportunity

We seek 3 Trustees who share our values to strengthen our Board in areas of skills and experience that we have highlighted. These new board members will share an active role in

overseeing the implementation of our new strategy.

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 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
- 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.

Lancashire Mind's Board has three subcommittees which have delegated authority to oversee various elements of governance. These are the Finance & Audit; Sustainability & Growth and People & Governance committees.

We are looking to appoint a Chair for the People & Governance committee, who will oversee strategic areas of HR including policy, board and staff performance and development, and key areas of governance such as Safeguarding, Information Governance and Health & Safety.

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.

## 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

## 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 the best possible mental health and wellbeing for everyone in Lancashire
- 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 relevant to the achievement of our vision.

## Enhanced competencies

At least ONE of the following:

- A qualification in accountancy and a thorough understanding of financial governance
- Knowledge and experience of primary/secondary mental health care
- Significant experience of charity governance
- Experience of working in employment law/HR management

Candidates interested in applying to be Chair of the People and Governance Committee, should particularly highlight evidence of the last two competencies listed above.

## To apply

To apply for the Trustee role, send a current CV and a covering letter (no more than 500 words) to [admin@lancashiremind.org.uk](mailto:admin@lancashiremind.org.uk) and [complete the Lancashire Mind equal opportunities monitoring form](#) by **9am on Monday 16th August 2021**.

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. Please explain why you want to be part of the Lancashire Mind Board and what you can bring to the role. We also request that anyone interested in the role of Chair of the People & Governance subcommittee state this in their covering letter with additional details of how their skills and experience would qualify them for the role. 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 the mornings of Friday 3<sup>rd</sup> or Friday 10<sup>th</sup> September 2021. Successful applicants will be invited to observe the next subcommittee meetings and expected to attend the Lancashire Mind Board meeting and AGM on Wednesday 17<sup>th</sup> November 2021 for official appointment. Time and venues to be confirmed and an induction session with the CEO will be scheduled.

Lancashire Mind welcomes applicants who can bring a diversity of thinking to our work based on their personal characteristics and experience. In particular we are keen to ensure that people who are minoritized because of age, disability, ethnicity, faith, gender identity or sexuality are represented a Board level. We particularly welcome applications from individuals that have a lived experience of mental health conditions.

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