

# Recruitment for Vice Chair



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## About us

The Parent-Infant Foundation is a national, UK based charity proactively supporting the growth and quality of specialised parent-infant relationship teams across the UK. We bridge the gap between frontline delivery, local commissioning, and national decision-making when it comes to parent-infant relationships for families with the most complex and persistent difficulties.

**Our vision** is that all babies have a sensitive, nurturing relationship to lay the foundation for lifelong mental and physical health.

**Our mission** is to support the growth and quality of specialised parent-infant relationship teams across the UK.



We bring the infant mental health sector together with collaborative leadership, providing a much-needed national voice, and catalysing a united force to campaign for policy change.

We were founded in 2012 and now work with over 39 specialised parent-infant teams across the UK, and with localities wanting to develop a local team. We also provide the secretariat for and lead the First 1001 Days Movement, a collective of over 160 organisations that are striving to drive change by inspiring, supporting and

challenging decision makers to value and invest in babies' emotional wellbeing and development.

Over the past year we have grown significantly in reputation, scope, and influence. We launched our new strategy in October 2019 alongside a new brand and name, and we have started the diversification of our funding from our founding donor to ensure a secure and sustainable future.



# Parent-Infant FOUNDATION

## Vision

Our vision is that all babies have a sensitive, nurturing relationship to lay the foundation for lifelong mental and physical health.



## Mission

Our mission is to support the growth and quality of specialised parent- infant relationship teams across the UK. We are the only charity proactively supporting these teams and sharing the importance of their work. We do this regardless of how teams are funded or where in the system they are situated by:



Enabling and expanding specialised parent-infant relationship teams



Promoting and driving quality across the network of parent-infant relationship teams



Giving babies and the services that work with them a clear and compelling voice

## Coverage

We work with existing parent-infant teams around the UK and areas interested in setting up a team.



## What we can offer

For established and emerging teams we can offer:



Arm's length support during their development journey



A comprehensive, web-based development and implementation toolkit



Bespoke consultation and advice

## What we do

### Membership of the Parent-Infant Teams Network for established teams



A free, multi-disciplinary collective that provides:

- A space for shared learning and information
- Peer support
- Free, regular events including networking days and webinars
- Regular briefings and newsletters
- Every individual team member is invited to join



Access to the Network area of the Foundation website, a repository of team resources contributed by teams around the UK



Focussed evaluation and research commissioned to highlight the need for parent-infant teams, the value of their work and to inform development



Assistance for teams to collect and use data and evidence to ensure high quality services

### Policy and campaigning



**We lead** the First 1001 Days Movement and co-ordinate the Conception to Age 2 All-Party Parliamentary Group



**We advocate** for specialist parent-infant provision at a national level



**We organise** Infant Mental Health Awareness Week to showcase more widely the importance of early relationships and to campaign for change



**We provide** tools and resources to aid local conversations

## What we don't do



We don't fund, manage or regulate teams



We don't deliver content for individual practitioners outside of specialised teams (Other organisations do this, such as AIMH UK, ACP, UKCP, BPS, etc.)



We don't deliver services or content directly to the public

[www.parentinfantfoundation.org.uk](http://www.parentinfantfoundation.org.uk)  @ParentInfantFdn

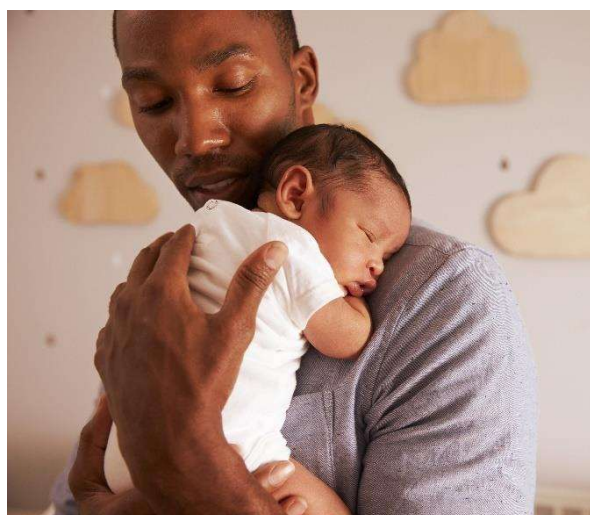
Registered Charity 1152082, Company Limited by Guarantee registered in England and Wales No. 08191666.

## Our strategic priorities 2019-2024

- To improve the availability of specialised parent infant relationship teams across the UK
- To improve service standards and quality across the network of parent-infant relationship teams
- To build evidence of the clinical and economic benefits of parent-infant relationship teams
- To achieve policy change that positively supports an increase in parent-infant relationship teams
- Continue to build a strong, effective and sustainable organisation



## Our commitment to diversity and inclusion

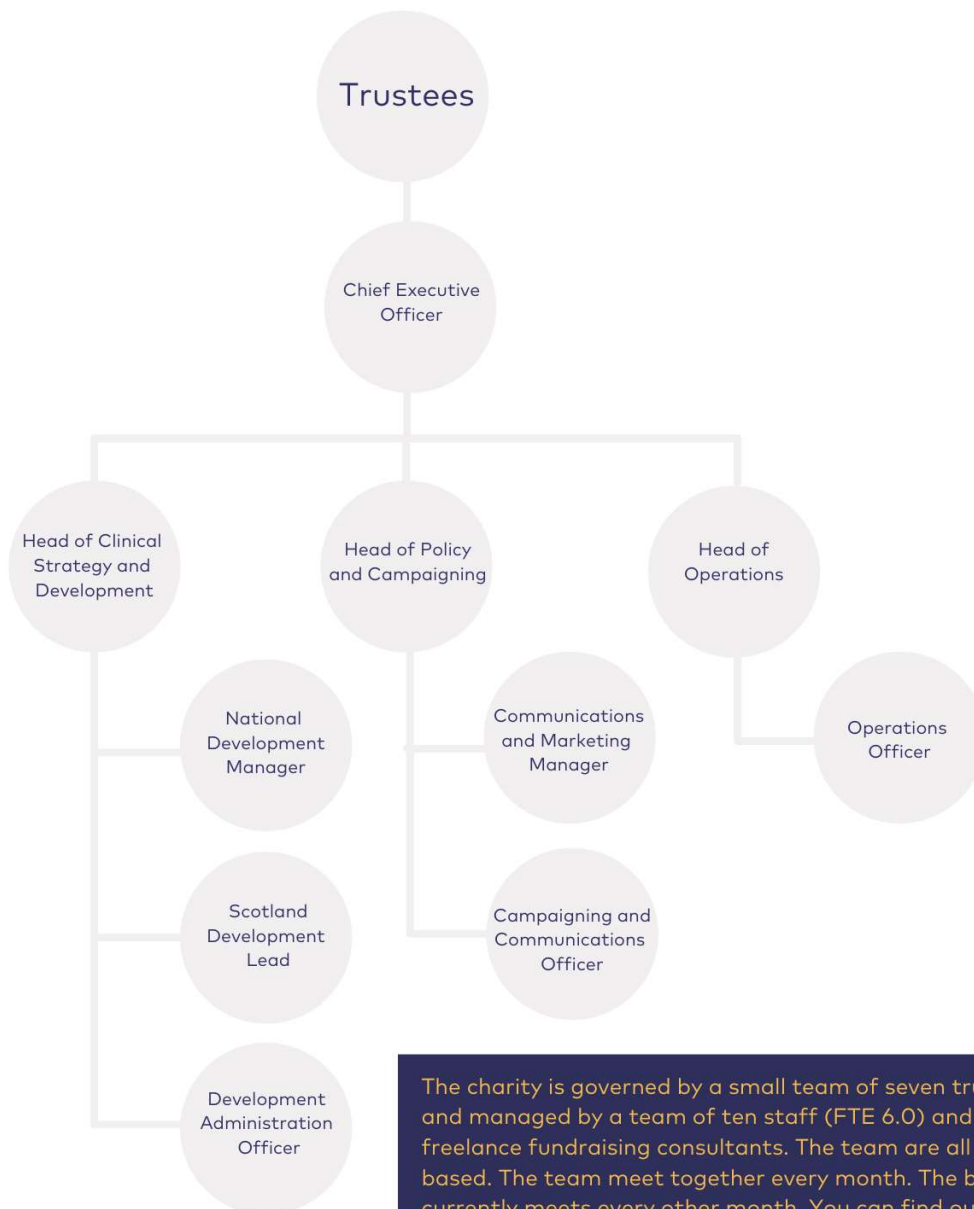


The Parent-Infant Foundation is committed to supporting diversity and inclusion in its structures, the staff members it employs and in the families that parent-infant relationship teams work with. It aims to be an actively anti-discrimination organisation and consciously works to build a culture where every staff member is recognised and valued as an individual, with the ability to grow and develop. We are interested in hearing from passionate and experienced people across a diverse range of backgrounds, particularly those

from marginalised and under-represented groups amongst trustees.

The Parent-Infant Foundation recognises that some groups of potential applicants may face certain barriers to leadership positions. Where possible, we would like to work with you to break these down. As such, we are happy to consider any reasonable adjustments that potential trustees may need to be successful, including adjustments through the interview process.

## Our structure



The charity is governed by a small team of seven trustees and managed by a team of ten staff (FTE 6.0) and freelance fundraising consultants. The team are all home-based. The team meet together every month. The board currently meets every other month. You can find out more about our staff and trustees at [www.parentinfantfoundation.org.uk](http://www.parentinfantfoundation.org.uk)

## Our financial health

The organisation has, since its inception, had the generous support of a single foundation. With the recent strategic review, the reliance on one donor was highlighted as a major risk and a diversification strategy has been developed. This has begun well with income secured from the National Lottery, Cattanach, the William Grant Foundation, Charles Gordon Foundation and the Swire Charitable Trust.

We have also secured a three-year unrestricted grant from Esmée Fairbairn Foundation and a restricted three-year grant from the AIM Foundation to support our secretariat role of the First 1001 Days Movement.

Our typical annual turnover is approximately £400k. Our latest financial accounts can be found [here](#) (2020-21 accounts currently in preparation).



# Job description

## Role description

Salary	Voluntary position with reasonable expenses being provided for travel and childcare
Location	Home-based/remote working, with a proportion of board meetings taking place in London
Time commitment	We hope the postholder will commit an average of one day a month. Board meetings take place six times a year
Term of office	February 2022 – February 2025 (3-year term)

## Overview and purpose

The Vice Chair of the Board role will support, and when necessary deputise for the Chair of Trustees, and provide leadership to the Foundation, through its Board and wider governance.

The successful candidate will be an experienced clinician with expertise in the parent-infant relationship and experience in leadership in the mental health or early years sectors, with demonstrable knowledge of charity governance and oversight.

The Parent-Infant Foundation values diversity and aims to have a board and staff team that reflects this. We encourage applications from all sections of the community, and particularly from those that identify being from minoritized ethnic groups as these are currently under-represented within the organisation.

## Main responsibilities

### *With the Chair of Trustees*

- Deputising for the Chair by the exercise of the powers, duties and authority of the Chair in their absence
- Acting as a sounding board and confidante to the Chair in the execution of their role

### *With fellow Trustees*

- Working with the Board in the review of the performance of the Chair, in line with the Board's effectiveness review process



- Being available to Trustees and Chief Executive for advice and support in any instances where they would prefer not to consult with the Chair directly
- In particular, the Vice Chair should be the first point of contact in the event that the Chief Executive wishes to raise any concerns about the performance or behaviour of the Chair, in relation to their immediate working relationship or more widely.
- Chairing any appointment panel for recruiting a new Chair

#### *With our Chief Executive*

- Meeting periodically with the Chair and the Chief Executive and with the Chief Executive alone
- Working with the Chair to appraise the Chief Executive annually

#### *With staff colleagues*

- Being a member of the Board's Clinical Sub-Committee, and using this function to feed into the wider Board and ensure clinical quality and safety within the organisation
- Supporting senior staff with specialist clinical knowledge and insight

#### *Beyond the Parent Infant Foundation*

- Representing the Parent Infant Foundation to external stakeholders, in particular to our clinical and professional community

These are in addition to the role and responsibilities of all trustees, which are to...

1. Accept ultimate responsibility for directing the affairs of a charity, and ensuring that it is solvent, well-run, and delivering the charitable outcomes for the benefit of the public for which it has been set up.
2. Ensure that the Foundation complies with its governing document, charity law, and with the requirements of the Charity Commission as regulator; in particular ensure that the charity prepares reports on what it has achieved and Annual Returns and accounts as required by law
3. Comply with the requirements of other legislation and other regulators (if any) which govern the activities of the charity
4. Act with integrity, and avoid any personal conflicts of interest or misuse of charity funds or assets
5. Ensure that the Foundation is and will remain solvent
6. Use charitable funds and assets reasonably, and only in furtherance of the charity's objects
7. Avoid undertaking activities that might place the Foundation's endowment, funds, assets or reputation at undue risk
8. Take special care when investing the funds of the charity, or borrowing funds for the charity to use

9. Use reasonable care and skill in their work as trustees, using their personal skills and experience as needed to ensure that the charity is well-run and efficient
10. Consider getting external professional advice on all matters where there may be material risk to the charity, or where the trustees may be in breach of their duties

A useful link for further information on trustees and governance can be found at:  
<https://www.charitygovernancecode.org/en>

The essential guide for charity trustees can be found at:  
<https://www.gov.uk/government/publications/the-essential-trusteewhat-you-need-to-know-cc3>

# Person specification

## Qualifications

Given the current composition of our board and honorary officers, we are seeking a clinician with a qualification in clinical or counselling psychology, child psychotherapy, adult psychotherapy, family therapy, or equivalent. We would also want the candidate to have registration with the appropriate professional body.

Additionally, we are interested to hear from candidates who specialise in infant mental health, have post qualification training related to the parent-infant relationship

## Experience and knowledge

### Essential

- A strategic leadership role within an organisation, including significant budget responsibility
- An understanding of charity governance, and experience of contributing to third sector oversight structures previously

### Desirable

- Experience of working in or with a Parent Infant Relationship Team (as described in our toolkit).
- Experience of leadership within the early years or mental health sectors
- An understanding of the application of clinical research as applied to parent infant relationship services

## Skills, values and other characteristics

### Essential

- A strong and visible passion for and commitment to our work and ambition
- The ability to communicate straightforwardly and work collegiately with fellow trustees, the Chair of Trustees and Senior Staff
- Commitment to working in a culturally-informed way and to prioritising and valuing equality, diversity and inclusion
- Personal integrity and independent judgement
- The desire and ability to represent The Parent Infant Foundation to a range of stakeholders and in particular to advocate for our work to fellow clinicians

## To apply

Expressions of Interest are welcome by **10<sup>th</sup> January 2022.**

**Interviews to take place in week commencing 17<sup>th</sup> January 2022.**

Please send a cv of no more than two sides and a covering letter (again no more than two sides) setting out your motivation and suitability for the role. These should be sent to our Chief Executive, Keith Reed, [keith@parentinfantfoundation.org.uk](mailto:keith@parentinfantfoundation.org.uk).

Candidates will be short-listed by our Chair and two other trustees.

We very much see recruitment as a two-way conversation. Short-listed candidates will be able to speak to our outgoing Vice-chair, and our Chair and Chief Executive. There may also be an opportunity to observe a board meeting.

Interviews will take place with our chair and two other trustees. Appointment will be made by the whole board following references.