

***SURVIVE* TRUSTEE RECRUITMENT PACK**



Why choose *Survive*?

If you are passionate about survivors of sexual trauma having access to our specialist, trauma-informed services to help them rebuild their lives, relationships and reach their potential, we want to hear from you!

Thank you for your interest in being a Trustee for *Survive*, please read on for more details about the role and how to apply.



How you can help

Our trustees play a pivotal role in shaping the future direction of our charity. They make a difference by giving their time and sharing their skills, life experience and expertise with the charity.

This will be an interesting role, providing you with the opportunity to use your current skills and to learn some new ones along the way. You will be working with a team of energetic, committed and caring people who all want to do their best for the people who use our services.



Who are we looking for?

Survive wants to build a diverse team which reflects the communities we serve and encourages and welcomes all applications, including those who have themselves been subjected to sexual violence and abuse.

The Board of Trustees currently meets every other month in York or on Zoom.

Each Trustee is also asked to either join a sub-committee or work on a specific project. This will enable you to work closely with other Trustees and the *Survive* staff team. These meetings are held on Zoom.

You do not need to have held a Trustee position previously or have any experience of working with charities as we can provide training on this, and you will receive an induction to working with *Survive*.



Trustee role description

Specific Responsibilities

- Ensure that *Survive* is carrying out its purposes and objectives for the public benefit in line with its governing documents; complies with charity law requirements and other relevant laws and regulations; and uses its assets exclusively in pursuit of its charitable objectives.
- Ensure the financial stability and effective administration of *Survive*.
- Contribute regularly and actively to the Board of Trustees' role in making balanced and adequately informed decisions.
- Give strategic direction to *Survive*, contributing to overall policy, and shaping the definition of clear goals and objectives.
- Monitor the performance of and direct the work of the CEO.
- Take a role on one of *Survive*'s sub-committees or take part in a particular project.
- Adhere to and uphold the policies and procedures that *Survive* has put in place.
- Identify, manage, and put plans in place to mitigate organisational risk.



Trustee experience and qualities

Live our values

- To understand and commit to working within *Survive's* values to achieve our vision.
- To attend and actively participate in Board and sub-committee meetings as required.
- To represent and actively promote *Survive* at events and through personal and business networks.

Communication skills

- Good verbal and written skills, with the ability to make your voice heard.
- Team working and respecting the opinions of others.

Decision making

- Evidence of decision-making ability in a rapidly changing environment.
- Ability to negotiate and influence.

Relevant experience

- Bring the skills and experience that you have developed in the workplace, through studying, volunteering or in your home life and put them to good use at *Survive*.

We are especially keen to hear from individuals with skills in legal; project management; commissioning; psychiatry, psychology or psychotherapy; Human Resources.



How to apply

Trustee recruitment process

Please submit your CV and a supporting statement (no more than 1 side of A4 paper) to recruitment@survive-northyorks.org.uk. If you would like our application pack in another format, or wish to discuss how we would make adjustments for you to take on this role please contact Jane on 07597 023450. Your application will be anonymised before being considered by a shortlisting panel. Shortlisted applicants will be invited to an informal interview where you will be provided with the topics to be discussed in advance and where you will have the chance to ask about *Survive's* work and what being a Trustee at *Survive* involves.

Successful candidates will be invited to observe a Trustee meeting before committing to join *Survive's* Board of Trustees.

Before taking up their role, all Trustees must:

- provide two references;
- attain Disclosure and Barring Service clearance;
- sign *Declaration of Eligibility*;
- have their name checked against the Disqualified Directors Register through Companies House;
- produce a valid passport (or other form of photo ID).

