



## Independent Trustee Vacancies – National Voices

### Description of Charity:

National Voices is the leading coalition of charities in England that stands for people being in control of their health and care. We work for a strong patient and citizen voice and services built around people. With a diverse range of some 160 member organisations, we stand up for the voluntary sector and its vital work in supporting people's health and care. We have a steadily growing reputation for influencing policy, opinion and practice.

For more details and how to apply please go to:  
[www.nationalvoices.org.uk/about-us/vacancies](http://www.nationalvoices.org.uk/about-us/vacancies)

### Location:

First Floor- Bride House  
18-20 Bride Lane  
London  
EC4 8EE

### The role:

National Voices is seeking two independent trustees to join its Board. The Board of Trustees is constituted with a majority of trustees elected from amongst our membership, complemented by a small number of independent trustees who are appointed for their additional skills and experience following an open competition. The trustees set the strategic direction of the charity, monitor performance and ensure that the organisation fulfils its charitable purpose. More details of the trustee role are below.

Through these new appointments we seek to enhance the Board's skills, experience and capacity in two particular areas: (1) commercial, business development and income generation and (2) enhancing our existing links to government and the health and care system at a senior level. Previous experience at board or senior management level in the voluntary, public or private sectors would be an advantage. The broader requirements relating

to skills and experience are set out below. National Voices also continues to look for opportunities to increase the diversity of the Board – in a number of different respects – through new appointments.

### **Skills, experience and personal qualities**

Independent trustees must be able to demonstrate that they:

- are committed to the goals and values of the organisation, and to making an effective contribution to National Voices
- have a strong track record of achievement in senior roles in the voluntary, public or private sectors – or equivalent relevant experience
- have excellent judgement, analytical and strategic thinking skills, including the ability to analyse and interpret information
- embody the Nolan seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- can work effectively as a member of a team
- are an able communicator with excellent interpersonal skills and the ability to inspire confidence and engage effectively with everyone.

A knowledge of health and care and the voluntary sector would be an advantage, as would having direct experience of life-changing illness or disability as a patient, service user or carer.

### **Collective responsibilities of Trustees:**

1. Ensure that National Voices complies with its Memorandum and Articles of Association, charity law, company law and any other relevant legislation or regulations; pursues its charitable objectives and applies its resources exclusively in pursuance of its objectives.

2. Contribute actively to the Board of Trustees role in

- giving firm strategic direction to the organisation,
- setting overall policy, and establishing and monitoring policies
- defining goals, setting targets and
- evaluating performance against agreed targets.

3. Promote the organisation, enhance its public image and safeguard its good name and values.

4. Ensure the effective and efficient administration of the charity, including matters of financial stability and contribute to its fundraising strategy.
5. Ensure the proper investment of the charity's funds and the proper management of its property.
6. Draw appropriately on any specific knowledge, expertise or experience to inform the deliberations and decisions of the Board.
7. Respect the delegated authority and role of the staff.

#### Terms and conditions

Duration: This is a three-year appointment. In accordance with National Voices' constitution independent trustees can be reappointed for a second and final term of office on agreement of the board.

Remuneration: This is an unpaid voluntary role but reasonable expenses will be paid.

Level of commitment: Board meetings take place quarterly at National Voices' offices in central London and take around half a day, with further time required to review papers and prepare for meetings. There are additional opportunities for Trustees to serve on sub-committees and participate in our member events and engagement activities, including our flagship annual conference, one of the largest gatherings of health and care voluntary sector leaders in the country.

#### Closing date

9 June 2017

#### Website:

[www.nationalvoices.org.uk](http://www.nationalvoices.org.uk)

#### Name and contact details for enquiries about role

Matt Lloyd

Head of Operations

[matt.lloyd@nationalvoices.org.uk](mailto:matt.lloyd@nationalvoices.org.uk)

020 3176 0738

#### Name and contact details for applications

[trusteerecruitment@nationalvoices.org.uk](mailto:trusteerecruitment@nationalvoices.org.uk)

Pia Charles

020 3176 0738

