

**Hi Folks**

**An extra request for strategic support in the voluntary sector**

**Thanks**

**Karen**

**Week: 7-13 November 2016**

**What are trustees?**

Trustees are the people in charge of a charity. They help to make the UK the [sixth most giving country in the world](#). They play a vital role, volunteering their time and working together to make important decisions about the charity's work. Trustees' Week is an annual event to showcase the great work that trustees do and highlight opportunities for people from all walks of life to [get involved and make a difference](#)

**NORTHERN PRIDE**

Northern Pride is restructuring. We are setting up a new Board which will oversee the operation of the Charity and in addition to this a new organising committee will be formed, who are responsible to the Board.

We are looking for highly motivated individuals who can help us shape the next stage on our development and enable Pride to raise its ambitions and expectations.

For the Board we are looking for those who have an interest in LGBT issues, who have a specialism in one of the following: Logistics and Operations, Marketing, Legal and Human Resources, Health and Wellbeing and Community Engagement. The Board will be the key oversight group for the running of the Northern Pride charity.

For the Organising Committee we are looking for those who have an interest in LGBT issues, who have a specialism in one of the following: Committee Lead, Logistics, Marketing, Entertainments/Artists, Finance, Fundraising, Health and Wellbeing, and Operations (to oversee the different Zones on Pride weekend). Northern Pride delivers events and other activities throughout the year, with the main Newcastle Pride event happening in July each year.

Northern Pride receives its funding from a variety of sources, including Newcastle City Council, trusts and foundations, sponsorship and donations.

PLEASE NOTE THAT THESE POSITIONS ARE VOLUNTARY.

Deadline for applications: 25 November 5pm

Interviews for Board and Committee roles: evenings of 12 and 13 December in Newcastle.

If you are interested in any of these roles please contact [recruitment@npride.org.uk](mailto:recruitment@npride.org.uk) for an informal chat or more information and an application pack.

## **OUSEBURN TRUST SEEKS TRUSTEE WITH FINANCIAL EXPERIENCE**

The Ouseburn Trust is an independent development trust working for a vibrant, diverse and sustainable future for the historic Ouseburn Valley. More information is available at [www.ouseburntrust.org.uk](http://www.ouseburntrust.org.uk)

We are looking to recruit a Trustee with a sound understanding of finance to join our Board. The Trust does not have a dedicated treasurer as financial matters are the responsibility of a small sub group who provide support and advice as well as a scrutiny function for the staff team. We are looking for someone with a strong financial background who could lead this group and act as the key adviser/sounding board for financial matters in this fascinating and multi-dimensional organisation.

The culture of the organisation is to deliver its charitable aims using a business type approach. Ideally we are looking for someone who

- has a passion for the Ouseburn Valley and our work within it.
- has experience of financial procedures and systems in a small organisation
- understands charity accounts and restricted/ unrestricted funds
- is sympathetic to the Trust's aims and values and
- understands the role of the third sector in driving local regeneration.

Board meetings are held bi-monthly on the last Thursday evening from 5.30-7.30pm. Finance Group meetings are held four times a year, usually on a Monday or Tuesday

If you are interested in finding out more please to contact our Chief Officer, Chris Barnard, to arrange an informal meeting to discuss what the role involves and your interest. Call 0191 261 6596, or email [chris.barnard@ouseburntrust.org.uk](mailto:chris.barnard@ouseburntrust.org.uk)

**HAREF**

The Board of Trustees of HAREF (Health and Race Equality Forum) is seeking interested people to join this committed leadership group of our small yet impactful organisation. HAREF is also seeking a Chair of the Board of Trustees.

About you:

Committed to the values and principles of HAREF you will contribute your time and energy to working in HAREF's best interests. You are able to work effectively in a team and to think with a long-term vision. You have experience of working strategically as well as substantial experience and skills in at least one of the following areas:

- Health and / or race equality practice
- Finance and accounting
- Marketing and / or business development
- Leadership and management
- Fundraising
- Legal practice and / or governance
- Chairing a strategic group (particularly for applicants interested in taking on the role of Chair)

About the role:

The main requirements of the role are to: participate in regular Board of Trustees Meetings (currently every six weeks on a Tuesday morning), undertake advance reading in preparation for meetings, and carry out follow up tasks as agreed.

There are approximately 2 additional half-day strategic planning sessions per year, and sub-committee work may also feature.

Trustee roles are voluntary, though HAREF pays reasonable out of pocket expenses. Trustees have ultimate responsibility for directing the affairs of HAREF, ensuring that it is solvent and well run, delivering the charitable objectives for which it was set up.

The Board's key tasks are to:

- formulate strategic objectives and oversee their implementation;
  - ensure policies and practices are in keeping with HAREF's charitable objects and legal requirements;
  - ensure HAREF's sustainability and good reputation
- For further information and to express an interest in this role, please email [kate@haref.org.uk](mailto:kate@haref.org.uk)
- We welcome applications from all people who meet the Trustee specification. We are particularly seeking applications from people from BME communities as it is our hope to ensure that they make up at least 50% of our Board of Trustees.

Ability and willingness to follow Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

- For more information about our HAREF visit: [www.haref.org.uk](http://www.haref.org.uk)

## **SARA'S HOPE FOUNDATION**

Our mission is to give families from the UK, affected by the devastating impact of cancer, a much needed break from long hospital stays, traumatic medical procedures and cancer related treatments – so that they may spend quality time together recuperating and enjoying life as a 'normal' family – strengthening relationships and creating lasting happy memories.

We are looking for experienced skilled people who are willing to join our small team of Trustees to ensure that our charity is being run effectively in line with our governing document.

### **Key Tasks**

- Assist with the running of the charity as required
- Attend board meetings on a monthly basis (4th Monday in every month)
- Support and engage in fundraising and business planning activities
- Ensure the UK office and Crete properties runs smoothly
- Help to recruit volunteers
- Ensure charity law and governance requirements are complied with
- Any other tasks and activities that are needed to keep the charity running from helping at events to tackling admin duties in the office.

### **Benefits of joining our charity:-**

You would become part of a small team who are making a huge difference to the lives of children living with cancer.

You may wish to become involved in activities and events ie: Charity Balls, Golf Tournaments.

And you will have the opportunity to see at first hand the importance of our work when you meet the children and their families.

**If you are interested and can commit to 2 hours a month, then we would love to hear from you.**

Please contact Carol on 0191 2236789 / [carol@sarashopefoundation.co.uk](mailto:carol@sarashopefoundation.co.uk) for more information

**Saras Hope Foundation, Spaceworks, Benton Park Road, Newcastle upon Tyne NE7 7LX**

## **DYSLEXIA NORTH EAST**

Dyslexia North East is seeking a new Chair Person/Trustee to lead the Charity forward in the next phase of its development.

The new Chair Person will be expected to Chair the monthly Trustee Meetings at Royal Grammar Junior School, and provide leadership to help maintain the high quality of Services to dyslexics, and liaise with the staff and volunteers who work for the Charity.

The Chair Person will need to be available to raise the profile of Dyslexia North East, in the media at the local and national levels, and to help with fund raising activities to boost the work of the Charity for the benefit of the wider Community of the North East.

Please apply for an application form and job description from Dr Liz Ferguson CEO Dyslexia North East England by post or email as soon as possible.  
Closing date for applications 30.11.16

Email : [info@dyslexianortheastengland.org.uk](mailto:info@dyslexianortheastengland.org.uk)

Address 6 Green Close Stannington Morpeth NE61 6PE Office Wallsend Town Hall  
High St East NE28 7AT Tel 0191 500 9778 Mobile 0786 826 3696

## **THE ABBEYFIELD NEWCASTLE UPON TYNE SOCIETY LIMITED**

### **About Abbeyfield Newcastle**

The Abbeyfield Newcastle Society is dedicated to enhance the lives of older people to allow them to play an important and unique role in the wider community. We give a high priority to the medical, physical, mental, emotional and spiritual needs of older people to both develop a sense of community and companionship and reduce any potential feelings of isolation. Through caring, openness, honesty and respect, we enhance the quality of life for older people in our care.

We currently operate 2 Registered Care Homes and 1 Supported Living House

### **Legal Issues**

#### **Main Responsibilities**

- to ensure that the organisation complies with its governing document, organisation law, and any other relevant legislation or regulations.
  - to ensure that the organisation pursues its objectives as defined in its governing document
  - to ensure the organisation applies its resources exclusively in pursuance of its objectives, i.e. the organisation must not spend money on activities which are not included in its own objectives, no matter how worthwhile or charitable those activities are
  - to contribute actively to the board of trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets
    - to make sure the organisation is properly insured against all reasonable liabilities
- To ensure that Abbeyfield complies with and pursues its objects as defined within its Memorandum and Articles (governing document)
- To ensure that Abbeyfield complies with charity law, company law and any other relevant legislation or regulations that affect its operation

#### **Trustee Person Specification**

- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship

Some understanding of company and charity law

## **Financial Management**

### **Main Responsibilities**

- to ensure that the organisation complies with its governing document, organisation law, and any other relevant legislation or regulations.
  - Monitor the financial standing of the charity and reports to the Board regarding cash-flow forecasting, income streams, out-going expenses and the overarching strategic management of the organisation's financial resources.
  - Oversee the charity's financial risk-management process and report financial health to the board of trustees at regular intervals.
  - Liaising with external auditors on financial issues and ensuring that the organisation's finances are responsibly managed/invested for the betterment of the organisation's work and for the beneficiaries it serves.
  - Ensure all strategic plans are financially appraised and budgets are aligned to both short-term and long-term objectives each year.
  - Oversee planning/budgeting processes in participation with the Board and constructively challenge where required.
- to contribute actively to the board of trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets

### **Trustee Person Specification**

- Knowledge of charity SORP and impending changes.
- Competent use of IT skills.
- Proven ability to communicate and explain financial information to members of the Board and other stakeholders.
- Analytical and evaluation skills, demonstrating good judgement.
- Skills and experience in one or more areas of non-executive governance and management e.g. strategic planning, business management, financial/accountancy, understanding of HR issues, experience of Trusts or other grant giving bodies particularly fundraising and legal knowledge.

If interested please apply in the first instant with a full CV to:

Mrs Vee Wilkinson, Chair of the Executive Committee

The Abbeyfield Newcastle upon Tyne Society Limited

40 The Grove, Gosforth

Newcastle upon Tyne . NE3 1NH

Or by e-mail to [v.wilkinson@abbeyfieldnewcastle.org.uk](mailto:v.wilkinson@abbeyfieldnewcastle.org.uk)

**THE MEA TRUST**

**Trustee Opportunity - Marketing & Communications**

MEA House is a five story office accommodation building situated in the heart of the city of Newcastle Upon Tyne, close to the central motorway and Northumberland Street. It is owned and operated by the MEA Trust and is unique in that it only offers accommodation to Charities, Community Interest Companies and Industrial & Provident Societies at below market rates. There are also six meeting rooms on the 5th floor and an Auditorium and breakout space on the ground floor available for hire to all.

The marketing of the building is crucial to ensure continued occupancy in a competitive market and whilst charities can elect to occupy commercial office space, MEA House is unable to reciprocate due to the covenants imposed on the MEA Trust when MEA House was first opened by HM The Queen in 1974 as a building purely for the benefit of the voluntary sector. Today, the use of social media plays a major role in all aspects of day-to-day life and MEA House needs to embrace all social media platforms to promote and extend its reach as far and wide as possible.

The MEA Trust has a vacancy on its board for someone with marketing and communications experience, someone with an understanding of social media platforms including Facebook, Twitter, Instagram etc. with an ability to identify exactly what MEA House has to promote and communicating it to the world at large.

Your commitment to the MEA Trust would involve attending board meetings four times a year, generally of 2-3 hours duration, together with involving yourself with the workings of the Trust and the Trust Director from MEA House which is anticipated to be in the region of 10-12 hours per month. Being a Trustee is not remunerated, but any expenses incurred will be reimbursed. If this opportunity appeals to you, please contact Ann Wynn with a copy of your CV and a brief proposal of how you could assist the work of MEA House. We look forward to hearing from you.

Ann Wynn

MEA Trust Director

MEA House

Ellison Place

Newcastle Upon Tyne

NE1 8XS

Tel: 0191 255 1901

Email: [ann.wynn@meatrust.co.uk](mailto:ann.wynn@meatrust.co.uk)