



Trustee recruitment pack

January 2024

Forward

By chair, Jim Donald – Board of Trustees

Wiltshire Mind has been operating since 1993, and we are now at a pivotal point in our history. With demand increasing for our services, we are looking to strengthen and deliver even more support to our communities across Wiltshire in the coming years.

Much of our funding currently comes from our community, and through project or grant funding. We also raise funds through trading activities and fundraising. We remain financially strong despite the effects of Covid-19 on our fundraising activity recently. We are affiliated to Mind, maintaining our independence whilst adhering to the Mind Quality Framework to ensure compliance and best practice in all we do.

To create a fully sustainable and bright future, we are looking to diversify our income portfolio and expand our range of services. We want to address and alleviate some of the key risk factor for poor mental health, such as poverty and deprivation, social isolation, lack of awareness, stigma and discrimination, and put a spotlight on some of the health inequalities.

We have come along way over the past few years, but we have further to go. We are therefore looking to strengthen our trustee board.

“The events of the past few years, and the recent cost-of-living crisis has highlighted even more the need for a greater focus, and more concentrated effort to help people deal with their mental health. Wiltshire Mind is determined to make a difference to the people of Wiltshire”

Jim Donald – Chair 2024

Wiltshire Mind

We are an independent charity supporting people in Wiltshire who are experiencing mental health problems or emotional distress. Our services are accessible for everybody in our community. We offer adult counselling, children and young people's counselling for those aged 11+, and peer support groups across our county. For businesses we provide mental health training.

We are looking for Trustees to join our Board. Trustees are our most senior leaders, they set our strategic direction, ensuring we are using our resources effectively, and having the greatest impact for our communities across Wiltshire. Dedicated, skilled and empathetic candidates are required to help make our mission a reality and lead us closer towards our ambition - a society where everyone experiencing a mental health problem gets both support and respect.

We value diversity across our charity, and offer a fair environment for all, working to provide a strong work/life balance regardless of individual backgrounds.

There has never been a greater focus on mental health, which is clearly highlighting the demand for services that can effectively enable individuals to deal with their mental health.

At least 1 in 4 people are affected by poor mental health across the UK, and at a local level we estimate there are 63,000 people struggling with a mental health problem.

Wiltshire Mind – about us

Our Vision

Wiltshire Mind's vision is of a society that promotes and protects good mental health for all and that treats people with experience of mental distress fairly, positively and with respect.

Our Mission

Many people suffer the anguish, isolation and stigma of mental illness, whether they have a diagnosed mental health problem, or just looking for help and support. We're here to provide friendly, safe place where anyone can find the support and respect they need and deserve.

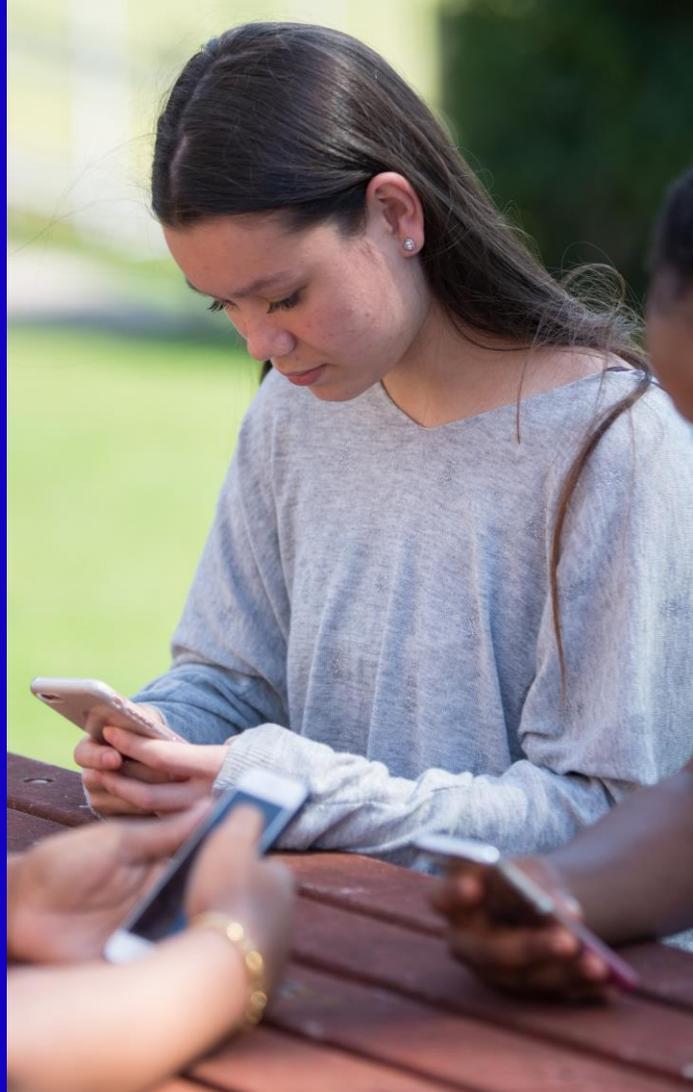
Our Values

- We are open and respect individual experience and include everyone who needs us
- Together we are committed to working with our partners, members and stakeholders
- People who are experiencing mental distress drive all we do
- Our independence ensures our integrity and confidentiality
- We will challenge discrimination and campaign for better mental health

Our Aims

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- Enhance mental wellbeing by developing resilience.
- We influence public health policy to reduce environmental risk factors for poor mental health.
- Enable social participation by reducing stigma and enabling people with mental health problems to play a full part in society through employment and training.
- Empower people experiencing mental health problems by providing access to information & advice, peer support networks and personalised services.
- Improve services, support and awareness by working with partners and campaigning for the statutory sector to commission and deliver excellent mental health services.
- Improve the effectiveness of our work by building a professional, efficient and financially sustainable organisation.



Becoming a trustee

The Board of Trustees normally meets **seven** times per year, in the evenings. There may be other meetings and events which you will be invited to attend on behalf the charity.

As a Trustee you:

- think strategically and creatively
- lead the charity towards fully achieving its commitment to a society where everyone experiencing a mental health problem gets support and respect
- help maximise the impact we are having in our communities locally
- communicate clearly and sensitively in group discussions
- use independent judgement to make decisions
- be committed to our mission, vision and values
- provide effective oversight and best practice governance for our charity

Diversity is critical for a board to be effective; enabling varied discussions, active debate and decision making, so that together we can have the greatest impact. We encourage applications from people with lived experience of mental health problems and from all ethnic, socio-economic, religious and professional and personal backgrounds.

Becoming a trustee

We are looking for trustees with lived experience of mental health. Trustees usually join us and become involved for three years or more. The commitment we require from you is attendance at monthly board meetings. We expect trustees to come prepared, having read the digital papers which are sent prior to the meeting.

Our commitment to you as a volunteer is access to training and a defined area of ownership. (Such as 'community engagement', 'human resources', 'safeguarding' or 'marketing and communications' as examples.)

You will be able to use your skills and knowledge to play a part of shaping our charity, as well as a governance role.

Trustees are very important to us, and we value your time and commitment.



Trustee responsibilities

General Responsibilities

The following are applicable to all employees and posts:

Confidentiality and Data Quality

- Ensure accurate and detailed records are kept and to comply with data protection procedures
- Work with colleagues to ensure effective internal systems including but not limited to maintenance of records and GDPR compliance

Health and Safety

- Ensure compliance with legal and health and safety regulations, such as the organisation's health and safety policy and procedure

Marketing and Networking

- To liaise and network with relevant statutory and third sector organisations where necessary
- To promote our charity and services external agencies to build relationships and promote the service offer
- Promote the organisation to the local community and other organisations

Policy and Procedure

- To maintain up to date knowledge of legislation, national and local policies
- To carry out work in accordance with the organisations policies and procedures, current legislation and quality standards
- To keep up to date with the organisations policies and procedures

Trustee responsibilities

General Responsibilities continued

Professional and Personal Development

- Be part of a team that builds and sustains a positive, dynamic can-do culture, making the organisation a great place to spend time
- Attend and contribute to team meetings to maintain effective communication and awareness of progress and development within the organisation and in mental health services in general
- Be prepared for, attend, and engage in staff meetings, supervision, appraisal and training as agreed with the wider organisation and your line manager
- To work closely with the Management and Leadership Team





Thank you

If you are interested in applying to be a trustee for Wiltshire Mind, please provide a covering email or letter and your CV. This should address your specific areas of experience, interests and values. Then send to jim.donald@wiltshiremind.co.uk

If you would like to discuss your application before applying, please do email jim.donald@wiltshiremind.co.uk.

All applications will be considered through our application process.

www.wiltshiremind.co.uk