

# Trustee Recruitment Pack



## Board Member Recruitment Pack

### Introduction

Thank you for taking the time to consider applying for the position of Trustee at Merton Voluntary Service Council (MVSC), trading as Merton Connected. The organisation has a great reputation for successfully supporting and representing the voluntary, community and faith sectors across the borough of Merton.

The prospect for an incoming Trustee is to help Merton Connected move forward and remain at the heart of delivering exciting services to the residents of Merton and help achieve even greater success, effectiveness and sustainability of the voluntary sector and the impact it has on the 220,000 residents in Merton, with a focus of even more collaborative working.

Merton Connected has a diverse and talented Trustee Board and works in a Borough where the Merton Council team and the local NHS Integrated Care Boards (ICB) and Integrated Care Services (ICS) work in close partnership with Merton Connected and the voluntary sector for the benefit of residents. This established way of working means that the voluntary sector does truly have a position of influence in how the combined borough infrastructure performs and develops in the future. This focus is only increasing within the Borough and means it's a great time to become a Trustee. Merton Connected is at a time of change and transition with some Board members moving on, however this is a great opportunity to create even brighter chapter in our history.

### When we meet as a Board

The Board meets five times a year. We also have a Finance & General Purposes Committee that meets at least four times a year. The role of board member is to use their knowledge, guidance and expertise to promote our continued development, growth and sustainability. This role offers the successful candidate a unique opportunity to make a real difference to the voluntary, community and faith sector in Merton and the powerful work it delivers, often to those most vulnerable in our local communities. We try to meet in person but will also understand and can accommodate hybrid working.

We hope that you will be inspired to consider pursuing this opportunity and there is an opportunity to have an informal chat with the current Chair in the first instance.

### How we work

Although the internal executive team work under a 'one team' culture, with the trustees included in that description, there are 4 key areas of MVSC activity, supported by a core team. The key areas are:

- Development
- Volunteering
- Social Prescribing
- Healthwatch Merton

Additionally, Merton Connected works in partnership with Merton Chamber of Commerce to jointly manage the Merton Giving Fund, which has been hugely effective in providing grants to local organisations.

The broader role of Merton Connected is to be influential on the many local statutory Boards to represent the best interests of the voluntary, community and faith sector. Our development team leads on direct support to existing organisations, including assistance with their bids for funding, strengthening governance and sustainability. The team also assist new organisations to be formed, with a particular focus on new charities that reach and reflect diverse community groups in the borough.

Volunteering has remained at the heart of Merton Connected's activity and in the current year volunteers have never been more valuable. We act as an intermediary to support both large and small voluntary sector organisations to secure healthy levels of volunteers to support their great work.

Merton Connected is proud to have helped establish the Social Prescribing model in 2016, which has now been adopted by many Councils across the UK. MVSC holds the current CCG contract to support all 22 GP surgeries across the borough. The team were runners up in the 2020 national Social Prescribing awards.

Merton Connected continues to proudly hold the contract for providing the Healthwatch service for Merton, which in summary is designed to represent the voice of NHS customers at local level.

## Who we are

### Board

- Chair, Brian Dillon
- Trustee, Asha Newsum
- Trustee, Wendy Pridmore
- Trustee, Jen Goddard
- Trustee, Kate Wignall

### Executive team

- Tony Molloy, CEO
- Beau Fadahunsi, Head of Development and Volunteering
- Dave Curtis, Head of Healthwatch
- Ben Halschka, Head of Social Prescribing

For more information, please visit our website [www.mertonconnected.co.uk](http://www.mertonconnected.co.uk)

## The Role

<b>Job Title:</b>	Board Member
<b>Location:</b>	Board meetings take place at the Merton Office in Vestry Hall, London Road, Mitcham CR4 3UD (on occasion via Zoom or Teams)
<b>Role Type:</b>	Voluntary - expenses can be provided
<b>Key skills required:</b>	Leadership, Governance, Strategy
<b>Time commitment:</b>	Four board meetings per year (plus a strategy awayday and AGM), as well as attendance at various ad hoc events, and on occasions, the Finance and General Services Committee

### Overall purpose of the role:

- To champion the vision, mission and values
- Work closely with all Board members to ensure the Board operates effectively, with positive trustee relationships and Board/Executive relationships
- Be a strong and effective ambassador for the charity in a range of contexts, including funding sustainability and policy engagement where appropriate
- Ensure that the charity complies with its legal and regulatory requirements and good corporate governance, in line with Charity Commission and other relevant guidance

### Strategy and performance:

- Become an active member of the Board, ensuring that the Charity delivers real impact for its beneficiaries and partners
- Work with the Chief Executive and leadership team to develop strategic goals and objectives, ensuring they are ambitious and deliverable and visible to the Board as required
- Ensure that the Board operates within the strategy, and provides a clear strategic direction for the Charity

### Dynamic Board involvement:

- Contribute at Board meetings, effectively and inclusively, ensuring diverse perspectives are sought and heard, bringing to the fore the expertise and experience of trustees
- Help develop the knowledge and capability of the Board
- Directly support initiatives where their talents can add value to the wider MVSC team

### Leading positive relationships:

- Help set the objectives, support and regularly review the performance of the Chief Executive
- Build strong relationships with trustees to maximize the impact of the Board in supporting the MVSC team, wider partners and ultimately local organisations and residents
- Help maintain positive relationships with key stakeholders, facilitating change and promoting the long-term opportunities that Merton Connected can be a key part of
- Be an ambassador for the organisation, representing its mission and values internally and externally

**Governance:**

- Ensure compliance with financial, legal and regulatory requirements and good corporate governance, in line with Charity Commission and other relevant guidance
- Work within the charity's articles and Board terms of reference
- Keep the governance arrangements and underpinning policies and procedures for the Charity under review, ensuring they are current and fit for purpose
- Ensure that the Board fulfils its duties to ensure sound risk management and financial health of the charity, with systems in place to ensure financial accountability and control.

## Person Specification

**Personal Characteristics****Essential:**

- Commitment to the values and ethos of our organisation, including willingness to act as the charity's ambassador and spokesperson from time to time
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Sufficient time and commitment to fulfil the expectations of the role
- Good communication and interpersonal skills, welcoming of diverse perspectives and able to represent the charity effectively in external settings
- Able to demonstrate impartiality, fairness and the ability to maintain confidentiality and discretion
- Ability to command the respect of fellow trustees, Merton Connected team and partners

## Skills and Experience

**Essential:**

- Vibrant personality with first class communication and leadership skills
- Experience of Board or committee leadership and of non-executive governance
- Knowledge of effective Board leadership and leading and shaping a cohesive team
- Reflective and analytical, able to think innovatively, critically, independently and strategically, demonstrating good judgement and commitment to learning

**Desirable:**

- Willing to use connections to advance the organisation where appropriate
- Comfortable to lead an entrepreneurial approach to the future and how MVSC might develop
- A team-oriented approach to problem solving and to management

## How to Apply

For an informal and confidential chat, please contact our CEO, Tony Molloy by emailing [tony@mertonconnected.co.uk](mailto:tony@mertonconnected.co.uk)

To apply please send a cover letter of no more than 2 pages, plus your CV to Tony