

Trustee Recruitment Pack

November 2022

Welcome !



Foreword from our chair, Rachel

Thank you for your interest in becoming a trustee at Manchester Mind.

A trustee simply means someone who is trusted to oversee how a charity is run, and a group of us work together to form the Manchester Mind board. We offer support and challenge to the team running the organisation to help ensure that it is the best it can be for those using our services.

Our ambition is to be an effective and informed board, delivering on all of our responsibilities whilst operating with a trauma-informed perspective, which simply means that everyone can feel safe to show up as themselves and contribute effectively.

We actively work to create a psychologically safe environment within board meetings. This means all voices are valued, there are no stupid questions, challenge is appreciated and encouraged.

Though we are proud that the majority of us have lived-experience of mental health, we now want to build a more representative board and are actively looking to overhaul the diversity and inclusivity of our trustees.

We are particularly looking for people from black, Asian and minority ethnic communities and young people aged 18 to 25. We want our board to reflect and represent the people using our services. An intergenerational and diverse board will bring a broader range of perspectives to our work and help us make better decisions.

If you join us, we'll provide you with training tailored to your needs, a buddy system as well as a yearly review. You will gain experience of charity governance and knowledge of mental health. Trustees are very important to us and we value your time and commitment. Manchester Mind is a great charity and doing some exceptional work, with humanity and compassion.

We are currently developing our next three-year strategy with the broad aim of making it easier for people to ask for help, when they need it, whilst recognising how hard it can be to make this first step.

If you think you can help us deliver our work, then we would love to hear from you.

Rachel Pearson
Chair of board of trustees

What we offer

- A safe environment.
- Experience of being part of a decision-making team.
- A leadership role.
- Experience of governance and financial decision-making.
- Opportunities to work on smaller projects for example strategy development, trustee recruitment.
- Comprehensive induction to the role and organisation.
- Mentorship from an existing trustee.
- Training and development opportunities.

What we're looking for

- Someone who is able to commit time to attend 6 two-hour board meetings annually. Most meetings are delivered over Zoom, with occasional face to face meetings.
- Someone willing to commit additional support, in sub-committee meetings and in one annual away day.
- Someone willing to read through documents before a meeting and come prepared with questions.
- Someone committed to our purpose and values (see below).
- Someone open to contributing in meetings.
- Someone open to challenging and asking difficult questions.

Please note

You do not need to have previous experience of being on a board of trustees, or senior management experience. We will provide all training and support. However, if you do have any specific experience in the following then that will also help us fill skills gaps on the board:

- facilities management
- health and safety
- IT systems
- finance
- charity governance

We also encourage and support applications from people with lived experience of mental health problems.

Interested in joining us?

Great!

We'd love you to write and tell us a little bit more about yourself so we can find out why you'd like to join us. The next stage will be an informal conversation structured around questions that we will share with you in advance. This will also give you the chance to decide if this role is still something that interests you.

We endeavour for our recruitment process to be as transparent as possible so we'll let you know if you haven't been successful.

Meet our trustees

We will also hold an online open evening where you will have the opportunity to talk to other trustees and learn more about what being on the Manchester Mind board means to them. All will be welcome. We will organise this early on in the New Year and if you are interested then please contact our CEO elizabeth.simpson@manchestermind.org We can then make sure you get an invite before the day.

Day, time, location, contact

If you'd like to have an informal chat before applying then we would love to talk to you. Please contact our Deputy Chair – Emily Bloomfield – trustee@manchestermind.org

Read on to find out more about Manchester Mind

Who are Manchester Mind?

Our purpose is to support better mental health for **everyone**.

We believe that everyone deserves to be supported in their **mental health** needs and that we have a part to play in that.

We **value** the commitment of our staff and volunteers who work hard to ensure our services are delivered in a way that enables people to feel **heard** and **involved**.

6,500 reasons

Last year we delivered services to over 6,500 people across Manchester through a wide range of projects. Our team of 80 full and part-time staff and over 100 volunteers help us deliver our invaluable services.

Beliefs and Values

We believe...

- In the power of listening and feeling heard
- Everyone has value: something to offer
- Everyone deserves to be supported in their mental health needs and we have a part to play in that
- A better understanding of mental health, both personally and professionally, benefits everyone
- Being open to learning and reflecting on experience can improve mental health services: there is no single 'right way'

We value...

Openness

Being receptive to, and appreciative of, the skills, talents and perspectives of everyone

Belonging

Developing kind relationships that lead to feeling accepted, understood and able to contribute

Strength

Recognising and developing potential in others and ourselves, enabling resilience

Collaboration

Generous sharing of our resources, skills and talents enabled by clear and meaningful communication

You can find out more about our history, income, the people we work with and our services on our website and our social channels.

manchestermind.org

Follow us on –

Twitter [@manchestermind](https://twitter.com/manchestermind)

Facebook www.facebook.com/ManchesterMind

Instagram [@manchester_mind](https://www.instagram.com/manchester_mind) and [@manchestermind_allotment](https://www.instagram.com/manchestermind_allotment)

See below about how to apply

Applying for a Trustee role:

Please visit our website: <https://www.manchestermind.org/trustee-vacancies/>

Please use the online form to tell us:

What is your motivation for working with Manchester Mind as a Trustee?

(max 350 words)

From what you know about the opportunity, what skills and experiences are you bringing that will enable you to be successful in this role? **(400 words)**

Please give an example of when you have worked as part of a team towards a common goal **OR** an example of a time you have challenged something that you didn't feel was right. **(300 words)**

