

catching

LIVES



Trustees Candidate Pack

About Us



Catching Lives is an award-winning charity with a strong reputation and local presence in Kent.

We support people who are homeless or socially excluded.

Our vision is of a society where all are included and all, no matter how disadvantaged, can contribute. Catching Lives works towards ending the harm caused to individuals and the community by homelessness, rough sleeping and insecure housing.



We offer immediate respite at the Canterbury Open Centre's daily drop-in, providing basic facilities (food, showers, laundry). We work with people to identify and address support needs, to access suitable accommodation, and to find the motivation towards personal recovery and independent living. This includes mental health support, arts and other activities, and outreach and sustainment support in the community.



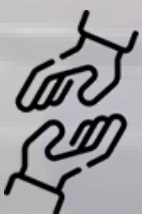
Tackling Homelessness

We provide advice and support with making a homeless application, researching housing options, accessing work and training, as well as welfare and benefits.



Trained Specialists

We provide mental health support daily with a trained specialist, a regular drop-in nurse and a dedicated medical room for treatment.



Community Links

We are dedicated to working with local schools, universities, businesses and other charitable organisations to provide work experience placements, enrichment days and art and wellbeing activities for the local community.

Trustees – Role description

Our Board needs new Trustees! We are looking for people with a background or experience of working with small charities, governance and social enterprises.

Role summary

Trustees work collectively as a Board and take decisions at formal Board meetings. Once a decision has been collectively made all Trustees are bound to support that decision.

The role of the Trustee is to provide excellent governance; operate at a strategic level; oversee the organisation and hold it to account.

Trustees are responsible for setting the mission and direction of the organisation, ensuring its continuing success and sustainability.

Responsibilities of all Trustees

- Support and provide advice on Catching Lives' purpose, vision, goals and activities.
- Approve operational strategies and policies, monitor and evaluate their implementation.
- Oversee Catching Lives' financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Catching Lives' financial statements.
- Provide support and challenge to Catching Lives' CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in Catching Lives' operating environment.
- Contribute to regular reviews of Catching Lives' own governance.
- Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Catching Lives' interests, to the exclusion of their own personal and/or any third party interests.
- Contribute to the broader promotion of Catching Lives' objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

As a small charity, there will be times when the Trustees will need to be actively involved beyond Board meetings. This may involve scrutinising Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the trustee has special expertise.

What we are looking for

We want the board to reflect the people we work with and to have a range of different voices within it.

We know that diverse groups of people make better decisions and that's why we are particularly keen to hear from under represented groups including: people from global majority backgrounds, LGBTQ+ people, people with special educational needs and/or disabilities, people with lived experience of homelessness and/or addiction either personally or through a close family member, non-graduates and first-in-family graduates.

- We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our Board.
- Knowledge and understanding of charity governance issues.
- Understanding of, and respect for, confidentiality.
- Excellent communication and interpersonal skills.
- Flexible and positive approach.
- Willingness and ability to understand and accept their responsibilities and liabilities as Trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a Trustee.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Why should you join us?

Your role as Trustee is pivotal for achieving the strategic plans of our organisation. Our Trustees make sure that the charity deliver on its mission to end the harm caused by homelessness.

This is an opportunity to make an important contribution to a small community organisation that needs people with your skills and experience to continue providing its services to the most vulnerable individuals.

Time Commitment

- Estimated at 2-4 hours per month.
- Attending 4 Board meetings annually - all meetings are currently in-person, in Canterbury (usually at the Centre or another local venue if the Centre is being used for evening drop-in).
- Attending an annual away day and occasional training sessions.

Terms of appointment

- Trustees are appointed for a renewable 3-year term of office.
- This is a voluntary position, but reasonable expenses will be reimbursed.
- Training will be offered where necessary.

How to Apply

The TrusteeWorks Team at Reach Volunteering are supporting Catching Lives with their Trustee recruitment.

Applications should be made via TrusteeWorks in the first instance.

To apply please send your CV/LinkedIn profile along with a supporting statement explaining why you are interested in the role, the skills and experience you will bring to the Board and what you would hope to get out of the role.

Please send applications and enquiries to:

trusteeworks@reachvolunteering.org.uk

