

Trustee – Governance and Compliance

Candidate Pack



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Welcome Letter

Thank you for considering being a Trustee with Support Northamptonshire.

We are going through a period of change and growth and would really like people who can bring the following to the organisation:

- Strategic leadership and direction – contributing to our vision, strategy and future priorities.
- Good governance and oversight – ensuring that the organisation is well governed, accountable and operates in accordance with its charitable purpose.
- Constructive challenge and support – bringing independent judgement, insight and appropriate challenge to the organisation's leadership.
- Knowledge and expertise – sharing your skills, experience and networks to strengthen our work.
- Advocacy and influence – helping us build strong relationships and raise awareness of the issues affecting the communities we support.

We will provide you with an induction programme, key organisational documents and opportunities to meet Trustees and members of the team. We will also ensure that you have opportunities to ask questions and familiarise yourself with our work, governance arrangements and priorities.

Most importantly, we hope that you will enjoy being part of Support Northamptonshire. We believe that a strong Board is built on mutual respect, openness, diversity of thought and a shared commitment to our charitable purpose.

Thank you again for considering this opportunity.

With best wishes,

Rashi Shah
Interim Chairperson

Pratima Dattani
Chief Executive

About Us

Support Northamptonshire was formed to collaborate with all sectors and co-produce services with people who have lived experience. We are strongly mission-led, with a focus on addressing inequalities, transformation, change, and system leadership, rather than simply delivering services ourselves.

We currently operate across Northamptonshire, delivering pro-active, preventative health and wellbeing support and working with communities, voluntary organisations and wider public-sector partners to create lasting change. We occupy a distinctive and valued position with a strong reputation for collaboration, responsiveness to community needs and trusted partnership working.

Support Northamptonshire was established during a period of significant economic crisis, when funding for the voluntary sector was being lost and the future of many organisations was uncertain. Our founders recognised that voluntary organisations needed to collaborate rather than compete if they were to survive and thrive. This principle continues to shape our work today.

We work closely with health and social care partners, Integrated Care Systems and other organisations to demonstrate the contribution the voluntary sector can make to prevention, early intervention and reducing pressure elsewhere in the system and valuing the role of the voluntary sector. By bringing organisations and services together, we help people access the right support at the right time and make better use of the strengths and assets that already exist within communities.

One example is our transformation work to develop a single point of access for people who are on the edge of needing health or social care support. Rather than individuals having to navigate multiple organisations and services themselves, a coordinated approach connects them with relevant support. Through this and other initiatives, we focus on building resilience around individuals and families and enabling communities to play a greater role in supporting health and wellbeing.



Our vision is:

Building sustained, long-term resilience for people and communities

Our mission is:

Deliver measurable improvements for communities especially those most marginalised, leading collaboration and strengthening the VCSE.

The vision and mission captures the essence of Support Northamptonshire's role - acting as a connector, enabler and trusted partner, supporting both organisations and communities to thrive.

Our core values are:

- Addressing inequalities
- Empowering people and communities
- Compassion and Collaboration
- Being a strong advocate for change
- Supporting staff and volunteers
- Striving for excellence in all we do

Our plan is built around three interconnected pillars:

- **Delivery:** Better Lives for Everyone
- **Impact:** Pursuing Excellence
- **Structure:** An Environment for Success

What We Do

- Offer one-to-one, person-centred, strengths- and outcomes-focused support.
- Develop and deliver community-led services that address health inequalities influence change and improve access to support for all communities.
- Enable and coordinate asset-based, community-led social action, supporting local communities to identify what matters to them and take action with communities.
- Bring voluntary, community and statutory organisations together to improve collaboration and create more effective support pathways.
- Host and support Northamptonshire Black Communities Together (NBCT), bringing together over 30 Black community organisations.
- Strengthen voluntary and community organisations, helping them adapt, collaborate and build their capacity to meet changing community needs.
- Work with health, social care and wider system partners to promote prevention, early intervention and transformational approaches.

Through this work, Support Northamptonshire is helping to demonstrate what is possible when communities, voluntary organisations and public services work together to influence and affect change. Our approach is increasingly recognised as an example of prevention, transformation and “left shift” thinking, with potential to influence practice beyond Northamptonshire.

For more information on our services, visit our website [here](#).

Our Work Within Black Communities

Equity, inclusion and social justice are fundamental to Support Northamptonshire’s mission and are embedded across our work. We have developed a collaboration involving around 30 Black community organisations, providing infrastructure support and helping organisations move from surviving to thriving.

We also develop services that are led by and shaped with Black communities. We have also delivered a range of services for Asian, South Asian, African and African Caribbean communities. These programmes demonstrate the value of community-led provision in reaching people who may not otherwise access formal services until they reach crisis point.

We use evidence, impact reporting and learning to demonstrate the effectiveness of these approaches and to show that the voluntary sector can be an equal and effective partner within the wider health and social care system. We are also working with regional and national Black voluntary-sector infrastructure organisations, and there is growing interest in other areas in learning from and potentially replicating our models.



Governance and The Board

Support Northamptonshire's Board is currently made up of eight Trustees, with an Interim Chair standing in following the sudden and unexpected death of our previous Chair who had held both the Chair and Treasurer roles. Our Board has historically been very stable, with Trustees bringing a strong commitment to the organisation and many having been part of its journey for a number of years.

As Support Northamptonshire enters its next phase of development, we are looking to refresh and strengthen the Board, bringing in new skills, perspectives and energy. A Board skills audit is underway to identify the strengths and experience currently represented, the skills we need to develop, and where new Trustees can add value. Around 75% of our Board members have historically been people of colour, reflecting the organisation's strong commitment to equality and inclusion. Historically, Trustees have not had formal fixed terms. The intention is to move towards three-year terms for core posts.

The organisation has grown rapidly, from a turnover of approximately £100,000–£200,000 to nearly £1 million, with a team of around 40 staff. This success has created a need to strengthen our governance and infrastructure so that we can manage and accelerate our future growth effectively. A new three-year strategy has been developed and an implementation plan with clear KPIs and RAG ratings is now being developed to help the Board monitor and scrutinise progress.

For our new Trustee – Compliance and Governance, this is an important opportunity to help shape the next chapter of Support Northamptonshire. Alongside fellow Trustees, you will play a key role in strengthening our governance, supporting the implementation of our strategy and ensuring the Board has the capacity, skills and perspective needed to guide the organisation through its next stage of growth.



Trustee - Role Description

We are looking for a Trustee with governance and compliance experience to join our friendly and committed Board and help ensure that Support Northamptonshire continues to operate effectively, responsibly and in line with its legal and regulatory responsibilities.

Alongside fellow Trustees, you will contribute to the overall governance and strategic direction of the organisation, while providing particular expertise and constructive challenge in relation to governance, compliance and risk. You will work closely with the Chair, fellow Trustees and senior leadership to ensure that appropriate governance arrangements, policies and processes are in place and that the Board is well equipped to fulfil its responsibilities.

Key Responsibilities

- Work with the Chair and Board to ensure that Support Northamptonshire complies with relevant charity law, company law, regulatory requirements and its governing documents.
- Advise the Board on governance and compliance matters and keep Trustees informed of relevant legal, regulatory or good practice developments.
- Provide oversight and constructive challenge in relation to organisational risk and compliance.
- Support the Board to ensure appropriate policies, procedures, controls and governance arrangements are in place and regularly reviewed.
- Help ensure that Board responsibilities, decisions and delegated authority are clearly documented and appropriately followed.
- Support effective Trustee induction, training and ongoing development in relation to governance and regulatory responsibilities.
- Contribute to reviews of Board effectiveness, governance structures and Trustee succession planning.
- Review and comment on Board papers, drawing attention to significant governance, compliance or risk issues where appropriate.
- Work constructively with the Chair, Trustees and senior leadership to identify and address potential governance or compliance issues.
- Provide independent advice and constructive challenge, using your professional knowledge and experience to support sound decision-making.
- Contribute actively to Board discussions and the development and implementation of Support Northamptonshire's strategy.
- Support the organisation to maintain high standards of accountability and transparency to its beneficiaries, funders, members and other stakeholders.

The role may also provide support and advice on governance-related administrative processes where appropriate, but this is not intended to be a primarily administrative role.

In addition to the above, the postholder will have all the responsibilities and duties of a Trustee, including ensuring that Support Northamptonshire pursues its charitable purposes, operates in the best interests of the organisation and its beneficiaries, manages its resources responsibly and complies with its legal and regulatory obligations.



Who We are Looking For

Experience And Knowledge

It is essential that you have:

- Experience in **governance, compliance, risk management, legal, regulatory or a related professional field.**
- An understanding of the legal duties, responsibilities and liabilities of Trustees.
- An understanding of or a willingness to develop an understanding of charity governance and the regulatory environment in which charities operate.
- Experience of interpreting and applying legislation, regulation, policies or governance requirements.
- Experience of identifying, assessing and managing organisational risk.
- Strong attention to detail and an ability to identify potential governance, compliance or risk issues.

It would be desirable to have:

- Previous experience as a Trustee or working closely with a Board.
- Experience within the charity or voluntary sector.
- Experience of governance within a small or medium-sized organisation.
- Knowledge of company law and/or charity law.
- Experience of developing or reviewing policies, procedures and governance frameworks.

Skills And Abilities

We are looking for someone who can:

- Analyse information effectively and exercise sound, independent judgement.
- Communicate governance, compliance and risk matters clearly and confidently to people without specialist knowledge.
- Provide constructive challenge and ask difficult questions when necessary.
- Build strong and collaborative relationships with the Chair, fellow Trustees and senior leadership.
- Work effectively as part of a Board and contribute positively to discussion and decision-making.
- Demonstrate excellent attention to detail and strong organisational skills.
- Maintain confidentiality and handle sensitive information appropriately.
- Commit to Support Northamptonshire's values and charitable purpose, including its commitment to equality, inclusion and social justice.

Time Commitment

The expected time commitment for the role is **7** hours per month.

This will largely involve preparing for and attending:

- **Bi-monthly Board meetings**, currently held online, with the possibility of some meetings being held face to face.
- **An annual Board away day**, providing an opportunity for Trustees to review progress, look ahead and help shape the organisation's future direction.
- Additional meetings or conversations relating to governance, compliance or risk where required.

Board meetings are currently held during the daytime, but Support Northamptonshire is **open to discussing alternative timings** to help ensure the Board is accessible to people with different work and personal commitments.

The initial period may involve some additional time as the new Trustee becomes familiar with Support Northamptonshire, its governance arrangements and current priorities.

As with all Trustee roles, there may occasionally be additional time commitments depending on the organisation's needs.

Our Commitment to Equity, Diversity and Inclusion in the Recruitment Process

At Support Northamptonshire, equality, inclusion and social justice are fundamental to our mission. We believe that everyone should have the opportunity to thrive, and that communities are stronger when people's different experiences, perspectives and strengths are recognised, valued and represented.

In recruiting for this Trustee role, we are particularly interested in candidates who share our commitment to equity, diversity and inclusion, understand the importance of tackling structural inequalities and will champion an inclusive culture across the organisation. We welcome applications from people with diverse backgrounds and experiences and are committed to making reasonable adjustments throughout the recruitment process where required.

Together, we want to build on Support Northamptonshire's strong foundation and ensure that equity, diversity and inclusion remain at the heart of our organisation, our partnerships and the communities we support.

How to Apply

The TrusteeWorks team at Reach Volunteering are supporting Support Northamptonshire with their Trustee recruitment.

Questions, requests for pre-application informal conversations and applications should be submitted via TrusteeWorks in the first instance.

To apply please submit your CV along with a Cover Letter (maximum 2 to 3 pages long) stating the following:

- Why you are interested in becoming a Trustee at Support Northamptonshire?
- Qualifications and Experience (as well as your professional work experience and qualifications please include specialist knowledge that you bring to the team from your life, interests and other voluntary roles. Please see both the Role and Person specification).

Please send applications and enquiries to
trusteeworks@reachskills.org.uk

The closing date for applications is **Friday 6th November 2026 by 5pm.**

Access requirements: If you are selected for interview and have any access requirements, please make this known in your application to ensure we can meet them in person and/or online.