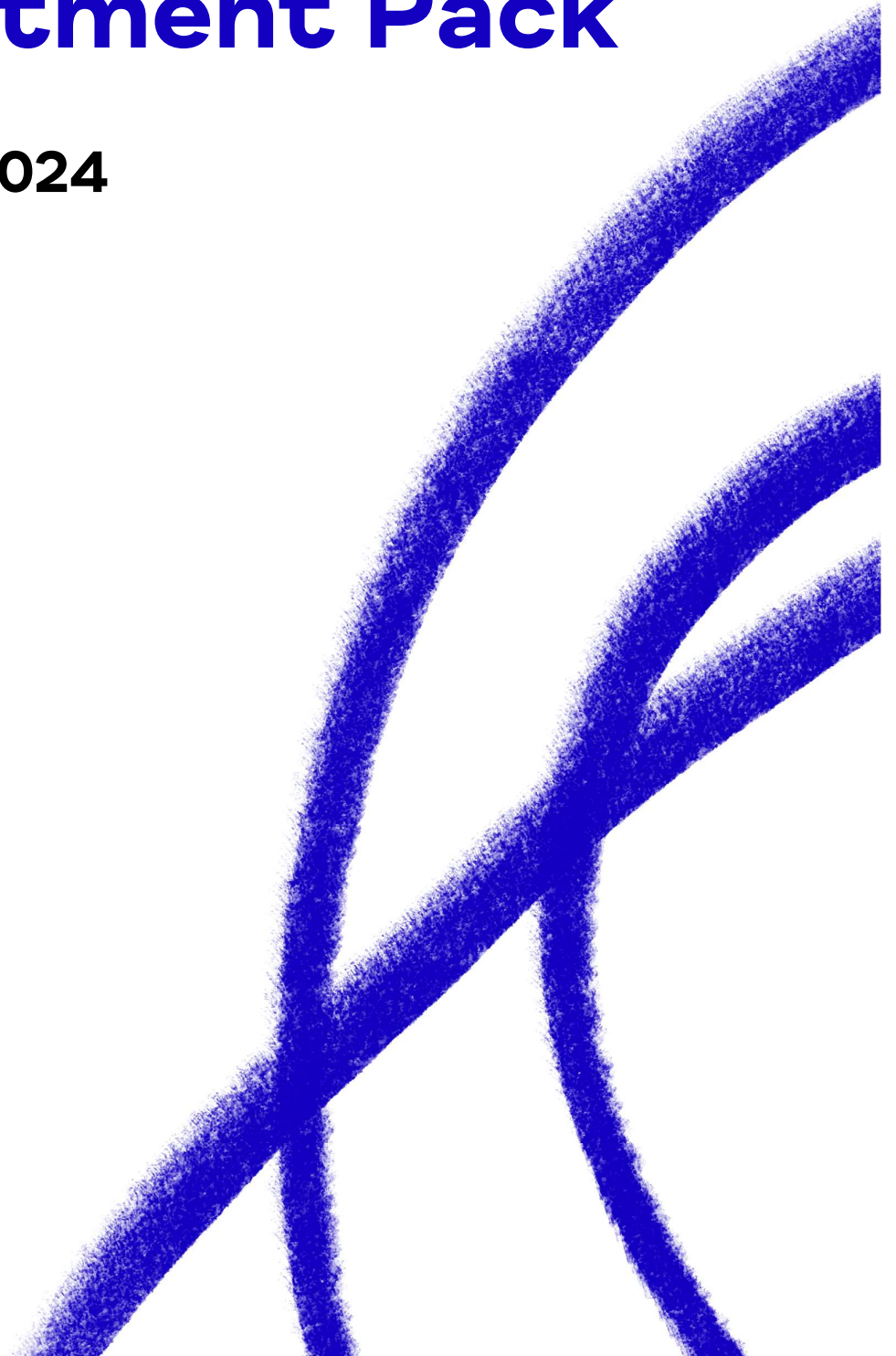


Trustee Recruitment Pack

December 2024



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. It is an important role and helps ensure that Manchester Mind has good governance, is financially sustainable, has a strategy that is fit for purpose and that we meet our charitable purpose.

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.

We are proud that the majority of us have lived experience of mental health issues, but we are always looking to improve our diversity and our skills mix.

We want our board to reflect and represent the people using our services and therefore welcome applications from people from minoritised communities and young people aged 18 to 25. We know that an intergenerational and diverse board brings a broader range of perspectives to our work and helps us make better decisions.

We have recently audited the skills we have on the board and find we are also looking for applicants with one or more of the following skills:

- Mental Health service delivery
- VCFSE experience
- Charity Governance
- People management
- Finance
- Facilities management
- Health and Safety

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 in the middle of our three year strategy – [Making it Easier to Ask for Help](#) as we recognise and are told 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 you

- 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 need from you

- Able to commit time to attend 10 meetings per year which will in the main be online. These consist of:
 - Four board meetings which start at 5.30pm and end at 7.30pm
 - Four sub-group meetings which last 1-1.5 hours per quarter and are arranged at different times dependant on availability.
 - Two in person strategic meetings which start at 5.30pm and end at 7.30pm in Manchester city centre.
 - One board away day per year – held in person on a Saturday.
- Able to read through documents before a meeting and come prepared with questions
- A commitment to our purpose and values (see below)
- Open to contributing in meetings
- 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.

Interested in joining us?

Great! We'd love you to fill in our online form. We'd love you to write and tell us a little bit more about yourself and 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.

Applying for a Trustee role:

Please visit our website and tell us:

- What is your motivation for working with Manchester Mind as a Trustee?
- From what you know about the opportunity, what skills and experiences are you bringing that will enable you to be successful in this role?
- 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.

Contact

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

Who are Manchester Mind?

We are a charity with a long history of working in Manchester. 35 years to be exact. Last year we had contact with over 11,000 people, employed 80 full and part-time staff and over 100 volunteers.

Our purpose is to create spaces where mental health comes first.

Our strategy is Making it Easier for People to Ask for Help.

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**.

We are also committed to ensuring **our beliefs and values** are at the heart of what we do:

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 –

Facebook www.facebook.com/ManchesterMind

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

LinkedIn www.linkedin.com/company/manchester-mind/

