

Trust Links Trustee Recruitment Information Pack June 2018

How About Joining Us at Trust Links as a Board Member?

Trust Links is an innovative and expanding local independent mental health and wellbeing charity, transforming lives in South Essex. We are seeking trustees who are passionate about our cause and want to use their skills and experience to help us make a difference to people's lives. Our charity number is 1092324 and company number 4351216

We work with more than 950 beneficiaries per year through: four Growing Together community garden projects providing therapeutic horticulture and positive activities for adults with mental health, mild learning disabilities and school and youth groups; REACH Recovery College working in partnership with local agencies to provide psychoeducational and vocational training and peer support for adults with mental health problems; and our carers service providing counselling, listening support and peer support groups for unpaid carers in Southend as part of the Carers Hub.



Trust Links
47 Fairfax Drive
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Email: office@trustlinks.org
Web: www.trustlinks.org





We are an award winning charity and have recently achieved Level 1 PQASSO accreditation, which is a Charity Commission endorsed quality standard for small and medium sized charities demonstrating high standards of governance, management and compliance. We have grown significantly since our foundation in 2000 and have ambitious plans for further expansion and development.

Trustees play a crucial role in setting and supporting Trust Links's strategy. We have an excellent board of seven trustees, but have identified the following gaps, which we would like to recruit to:

- Marketing, to help us ensure we develop a strategy to communicate our work effectively;
- Fundraising, to help us develop and implement our fundraising strategy;
- Business and growth management, to support our scaling ambitions;
- Mental health expertise, to inform our strategy; OR
- Accountancy/Finance to scrutinise and advise on our finance as our treasurer – for this role you would need to have experience of financial reporting and control, to help us maximise the benefit of every pound we raise

Previous board/trustee experience is not necessary and we welcome applications from all ages and backgrounds. These positions could therefore suit individuals taking their first steps to develop wider board level and governance experience. If you don't have these skills but you believe that your background could be useful to us and you are interested in joining our board, please do still get in touch.

We would like to maintain the diversity of our board and therefore would particularly like to hear from women, ethnic minorities, younger people, disabled people and marginalised groups.

“Trustees have overall control of a charity and are responsible for making sure it's doing what it was set up to do. They may be known by other titles, such as: directors; board members; governors; committee members. Whatever they are called, trustees are the people who lead the charity and decide how it is run.”
(The Charity Commission)

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Message from Chair of Trustees, Rick Olver

Thank you for your interest in becoming a Trustee at Trust Links. It is an inspirational and enterprising Charity having grown and expanded from the original site in Westcliff. This Charity changes people's lives and has been involved with well over 2,500 people since its formation over 15 years ago.

Being a Trustee is a rewarding, interesting and challenging role. As a Trustee you play an important part in the development of the Charity working with the Chief Executive and management team to deliver high quality and innovative services and projects to people across South Essex.

As a Trustee I find the role both interesting and rewarding and enjoy being part of the Charity's growth. With a range of new developments planned and opportunities available this is a great time to become a Trustee and support the Charity in its further development.

We are looking to bring on board new Trustees with a passion for improving the Health and Wellbeing of local people and communities and enable us to widen our expertise and knowledge within the Trustee Board.

Rick Olver
Chair of Trustees

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Message from the Chief Executive, Matt King

Thank you for your interest in the trustee role at Trust Links.

Trust Links was founded by local people in Southend who identified a need for positive and social activities to support the recovery of adults with mental health problems. At the same time the former allotment on the corner of Fairfax Drive and Prittlewell Chase was empty and overgrown. Bringing these two challenges together, our founders created Growing Together, a therapeutic community garden built with and by members and volunteers. The project has supported more than 1,500 people since its formation, transforming lives, helping people get qualifications and work, and supporting mental wellbeing and recovery.

I have had the privilege to be the Chief Executive of Trust Links for the past 7 years. The charity has grown considerably over this time and we now have additional Growing Together projects in Shoeburyness, Thundersley and Rochford. Our client group includes adults with mental health problems, learning disabilities, school groups, young people and early years children and their families. REACH Recovery College is based at our Rochford site as is the administration headquarters – a large eco building, which we took over recently from Disability Essex after it went into liquidation. We continue to identify needs and opportunities, and work with the local community to develop projects and services to respond to these.

We have ambitious and exciting plans for the future of Trust Links. We plan to sustain and enhance our existing projects. We are looking at the potential of establishing new Growing Together projects in Basildon and Canvey Island. We are also exploring further replication of Growing Together nationally through a social licensing model. We are also excited about the opportunities to get local authority and health contracts to further develop the REACH Recovery College, carers service and other community and wellbeing projects over the coming months and years.

At Trust Links we have an excellent staff team and strong support from volunteers and the local community. Our beneficiaries are fully involved in shaping the projects and services we run through co-production. We also have a fantastic existing group of trustees including people with backgrounds and experience in business, enterprise, health, social work, education and horticulture. We are keen to recruit new trustees and people for sub-committees who can support us as we move the charity forward.

I hope you find this information pack useful. Please do not hesitate to get in touch should you have any questions or would like to discuss the opportunities further.

Matt King, June 2018

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TrustLinks ...in Numbers



23 Permanent Staff
9 Bank Staff
15 F.T.E.



4 Community
Gardens



47 Volunteers



6 Annual
Community Events
≈1400 Attendees

Between April 2017 and end March 2018 Trust Links supported:



330 Adults with Mental
Health and Learning
Disabilities
(Growing Together)



255 Unpaid Carers



260 REACH Students



Feel part of a community



Learning new skills



Feel comfortable
meeting new people



Improving or maintaining
physical fitness



Have meaningful
structure to their
week



Feel less dependent on
people or services for
support



Consider themselves progressing
towards employment or volunteering



Counselling
hours per
week



Regular Carers
Support
Groups



Member
Days
Annually



Orchard
Working
Parties



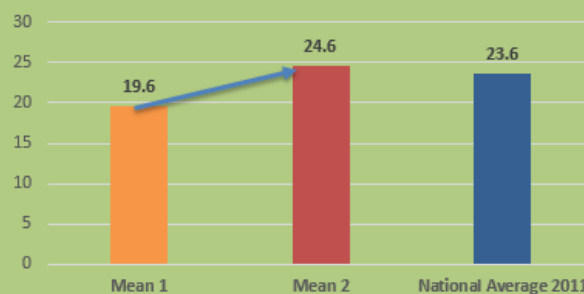
Employment
Support and Job
Club Members



Children
and Young
People

Growing Together Outcomes

Average total mental well-being scores -
Baseline vs Review



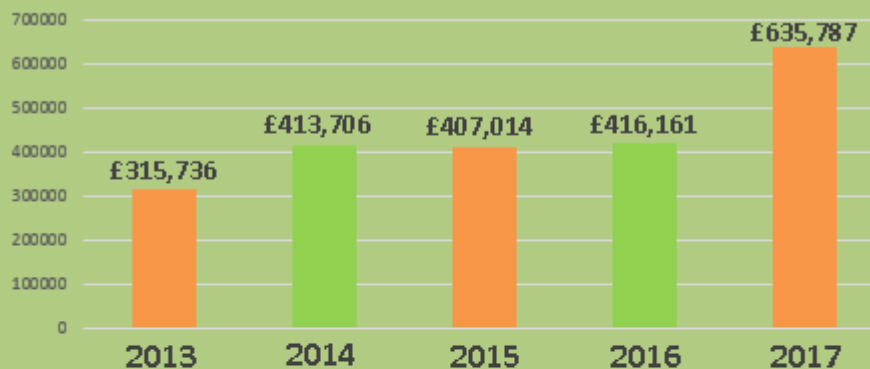
*Data from Evaluation of Growing Together Westcliff and Shoeburyness
September 2017

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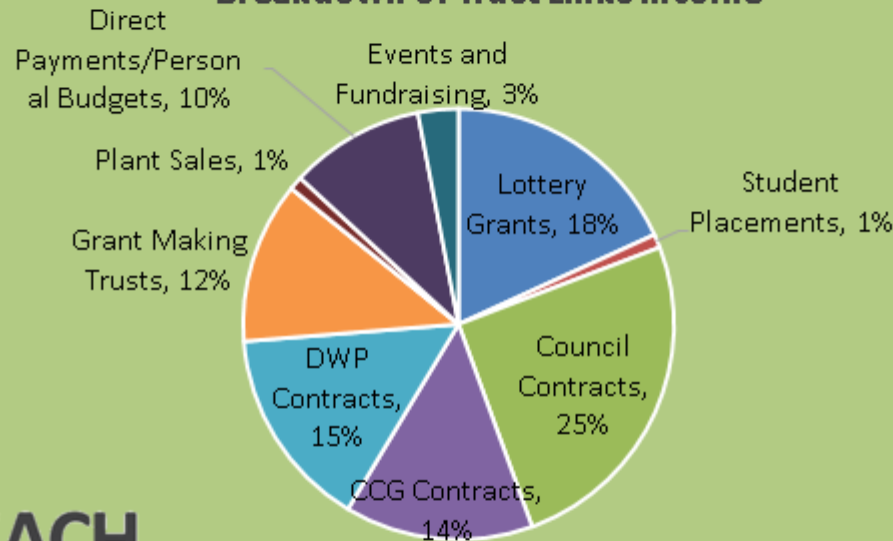
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Annual Income since 2013



Breakdown of Trust Links Income



REACH Outcomes

Increased Confidence	83%
Improved Relationships	87%
Feeling more positive	87%
Skills Development	91%

REACH Evaluation; April 2018 – Anglia Ruskin University, Department of Adult and Mental Health Nursing

REACH Outcomes

“Significant improvements in Mental Wellbeing and Social Inclusion”



“Outpatient and Community Care service use decreased from the 6 month period prior to attending the Recovery College”

REACH Courses

80

REACH has co-produced and delivered 80 courses between 31st March 2017-1st April 2018



96%

96% of REACH Students reported that they enjoyed attending REACH Courses.



*60% students intend to volunteer
40% students plan to gain paid employment*

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Trust Links Vision

Nurturing and supportive environments will develop **strong, resilient & healthy** people and communities

Mission

We enable people and communities to work together to improve **mental health & wellbeing** and promote, support, **inspire and cultivate wellness and sustainable living**

Strategic Aims

1. To support the recovery of people with **mental health needs** and provide opportunities for people to build their **skills, self esteem & resilience and recover from mental health problems, confidence & independence** particularly (although not exclusively) through therapeutic community garden projects, vocational training, psychoeducational training and peer support
2. **Supporting carers**, particularly those that care for people with mental health needs
3. Support the wellbeing and education of **vulnerable and disadvantaged** adults and children including those with learning disabilities, other disabilities and children disengaged from education
4. To work with the community to co-create attractive **community spaces** that are welcoming and accessible to all
5. To help address the **stigma** associated with mental ill health for individuals and their families
6. To promote and inspire **sustainable living** through strengthening individual and **community links** and sharing skills and knowledge
7. To meaningfully **engage members**, volunteers and the broader community in **planning and running** the organisation and its projects
8. To enable people to lead **healthier lifestyles**, including growing and processing local food
9. To remain an **effective, sustainable and resilient independent local charity**

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Trust Links Trustee Job Description

Job purpose

To further the organisation, keeping within its charitable objectives.

Main tasks

- To take part in formulating and regularly reviewing the strategic aims of the organisation.
- With other trustees to ensure that the policy and practices of the organisation are in keeping with its aims.
- With other trustees to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice.

Main duties

1. Formulating strategic aims

- Consider the organisation as a whole and its beneficiaries, whether as a member of the trustees or any of its committees, sub-committees, groups etc.
- Reflect the organisation's vision and principles, strategy and major policies
- Contribute specific skills, interests and contacts and support the organisation in fundraising activities.

2. Ensuring policies and practices are in keeping with aims

- Follow the Code of Conduct at all times, particularly when exercising the functions of the trustees, or any of its committees, sub-committees, groups.
- Attend meetings of the trustees.
- Reflect the trustees' policies and concerns on all its committees, sub-committees, groups.

3. Ensuring best practice

- Be an active member of the trustee body in exercising its responsibilities and functions.
- Maintain good relations with senior managerial staff.

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- Take part in training sessions provided for the benefit of the trustees.
- Fulfil such other duties and assignments as may be required from time to time by the trustee body.



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What the Role Will Entail

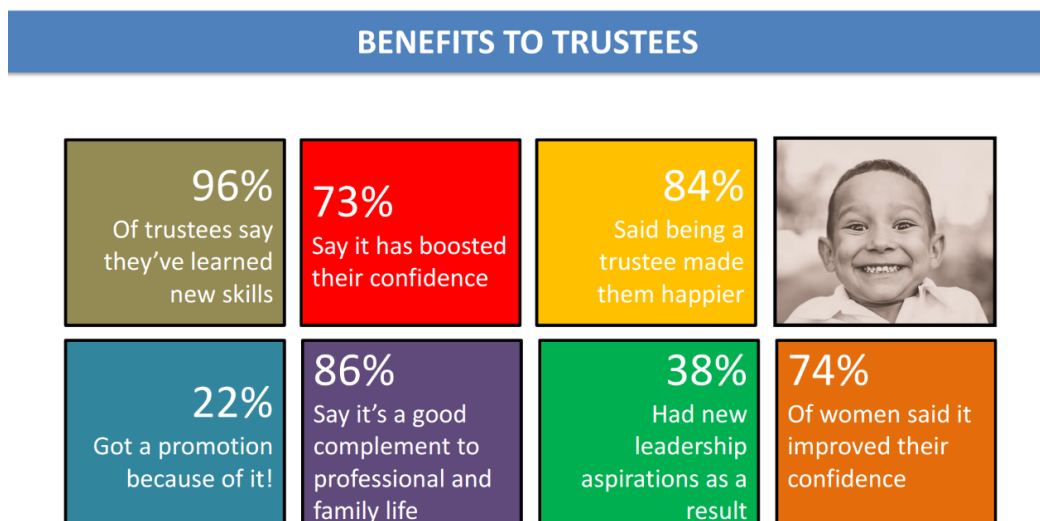
The trustee role is unpaid pro bono, but reasonable expenses can be claimed. Trustees are required to attend board meetings, which are held on a Wednesday every 2 months for 2 hours. The meetings are located across our sites in South East Essex, to enable trustees to visit our projects. A full day Awayday is held in September each year.

We expect trustees to read all of the papers for the board, which are circulated the week before meetings. We hope trustees will share their skills and experience appropriately, through communication with staff and other trustees.

In return, new trustees will get a full induction, access to training opportunities and the chance to contribute to an exciting, innovative and growing charity. You can read about the role of trustees on the Charity Commission's website:

<https://www.gov.uk/guidance/charity-trustee-whats-involved>

Trusteeship is a wonderful way of gaining new skills and experiences, and a powerful sense of giving something back, as you can see from this research by Getting on Board:



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The Application and Appointment Process

Please send your CV and a short statement about why you are interested in becoming a trustee to chiefexec@trustlinks.org or by post to: Trust Links, 47 Fairfax Drive, Westcliff-on-Sea, Essex SS0 9AG by Monday 9th July 2018.

We will invite shortlisted candidates to an interview with the CEO and some members of the trustee board week commencing 16th July 2018.

Trust Links will take up two references for successful candidates and also undertake a DBS criminal records check. An induction will be arranged for September 2018. Appointment is subject to agreement of the existing trustees and vote at the Annual General Meeting in October.

We will endeavour to arrange meetings around your existing commitments wherever possible.



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