



British Heart Foundation

Candidate pack

Role: Trustee



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Appointment of Trustee

Thank you for your interest in becoming a Trustee of the British Heart Foundation. We are seeking to recruit a new Trustee to join the board in October 2020, who will have the skills, knowledge and experience to support the Chief Executive and her team in delivering our bold new strategy through a period of major external and internal change.

In addition to the general requirements of the enclosed role description, we are seeking to appoint an individual with proven corporate/financial experience with an ability to support the charity's fundraising objectives and in particular our ambitious philanthropy strategy. If this sounds like you, we would love to hear from you.

Successful candidates will be able to demonstrate a strong commitment to BHF's mission and values, and an understanding of the opportunities and challenges which we face.

The BHF recognises the importance of board diversity and in seeking to attract the best talent and expertise. The BHF is committed to increasing diversity across its Board and wider committee structure. We encourage applications from all backgrounds and welcome applications from women and people from black, asian and minority ethnic backgrounds.


Our success as the nation's biggest heart and circulatory diseases research charity relies on the hundreds of thousands of people who volunteer, donate, fundraise, campaign and support our shops. Their generosity and passion funds the world class research needed to change and save lives – both now and in the future.

Despite the current and ongoing challenge from Covid-19, our financial position remains strong and we are as ambitious and determined as ever - because the cures and treatments we need are in sight. You could be an essential part of getting us there sooner, so thank you for your interest.

Dr Doug Gurr

Chair of the Board of Trustees



A photograph of a family of four smiling together. On the left is a man with a goatee, wearing a dark blue t-shirt. Next to him is a woman with short brown hair, wearing a white top. In the center is a young man with glasses and a red jacket over a black t-shirt. On the right is a young woman with dark hair, wearing a teal turtleneck sweater. They are all smiling warmly at the camera.

Ghayan saved his son Jady's life after performing CPR on him when he was six years old

About the British Heart Foundation

We fund around £100 million of research each year into all heart and circulatory diseases and the things that cause them. Heart diseases. Stroke. Vascular dementia. Diabetes and many more. They're all connected by our research.

The BHF raises money to fund research to find better ways to prevent, detect, treat and cure heart and circulatory diseases. These diseases can happen to anyone and everyone. By funding the research that will find breakthroughs and end the heartbreak they cause, we hope to realise our vision of a world free from the fear of heart and circulatory diseases

The BHF was founded in 1961 and is the leading independent funder of cardiovascular research in the UK with a total annual income in excess of £335 million, an employee base of over 4,500, supported by a further 19,000 volunteers. The BHF is also the UK's largest charity retailer with almost 750 stores.

In addition, the BHF has built a strong cash and investments position to ensure it can meet its significant research commitments as they fall due, even in times of uncertainty such as we now face.

The lifesaving work of the BHF is primarily advanced through long-term investment in medical research with an aspiration to invest £1 billion in cardiovascular research over the next ten years.

Our pioneering research has helped to transform the lives of people living with heart and circulatory conditions. The landscape of heart and circulatory disease is changing.

More people survive a heart attack than ever before, and that combined with an ageing population means more people are now living with heart disease and need help. The BHF will continue to fund life saving research, vital prevention and survival activity and ensuring quality care and support for everyone affected by heart and circulatory diseases.

Our story

When the BHF was founded in 1961, heart and circulatory diseases caused over half of all deaths in the UK. Sudden death from a heart attack at the age of only 50 or 60 was so common it was thought to be just a fact of life.

But with unwavering public support, BHF-funded researchers began to pioneer a revolution in the understanding and treatment of conditions like coronary heart disease. Today, 7 out of 10 people survive a heart attack.

Since we were founded, our research has helped to reduce deaths from heart and circulatory diseases by more than half.

But we cannot stop now.

Heart and circulatory diseases still cause untold heartbreak for millions of families. And although we have made great strides in solving many big problems in the past, continued and emerging challenges demand a bold new approach. As survival from heart attack and stroke continues to rise, more people are living into old age, often with multiple chronic conditions that require new kinds of treatment and care. The number of people living with dementia, for instance, is expected to almost double every 20 years. Rising risk factors like obesity and diabetes are putting our progress at risk, and health inequalities still persist.

We know research is the answer to these challenges. And we need to act now. Only through continuing to push the frontiers of scientific discovery, embracing the opportunities of our digital new world, and developing truly innovative solutions, will we be able to turn back the tide.

By building evidence, influencing decision-makers and involving people in their own health and care, together we can drive change at a national, local and community level.

We can prevent more people developing heart and circulatory diseases in the future, and make sure those with existing conditions and risk factors are detected and treated early, with more effective medicines and interventions.

We can ensure that everyone, regardless of factors like gender, age, ethnicity, or where they live, has access to the treatment, care and support that they need.

And we're ready for the challenge.

We want

better ways to identify people at risk and help people avoid disease

7,400,000

More than 7.4 million people are living with heart and circulatory diseases in the UK today – that's more than double the number of people living with cancer and Alzheimer's disease combined



Our story

Our track record speaks for itself.

Heart transplants, pacemakers, clot-busting drugs and statins are just a few examples of the countless advances in heart and circulatory health and care propelled by our world-class medical research.

The BHF currently funds over half of all non-commercial research into heart and circulatory diseases carried out in the UK, supporting around £100m of new projects every year. But it's not enough. We know that overall investment in research into heart and circulatory diseases is disproportionately low compared to the burden of suffering. And we need to close that gap.

We and others must work together to raise the overall amount of funding and support available, so that all the visionary researchers, innovators and care providers can keep shifting the dial.

It won't be easy, and we cannot do it alone.

Heart and circulatory diseases will touch us all, and we need to work together to tackle them. We need communities to mobilise. We need national leaders to take action. And we need to build strong partnerships that allow us to achieve more than we ever could in isolation. We will be driven in our pursuit of impact.

And we will Beat Heartbreak Forever.



Russell was just 35 when a stroke robbed him of the ability to speak



We love
the BHF...

Show some love. It starts with your heart.

The changes we want to see in our world by 2030

Our vision is a world free from the fear of heart and circulatory diseases.

It's a bold ambition, and we cannot achieve it alone. But by working towards game-changing research-driven milestones, and inspiring support from others, we believe the next ten years will see unparalleled progress.

By no means do these milestones represent the entirety of our efforts or aspirations. One thing we can be sure of is that we will achieve things in the next decade that we cannot even conceive of today.

But they do serve as important examples of the changes we want to see in the world by 2030. And each has been informed by our supporters, researchers, staff and people affected by heart and circulatory diseases.

We hope they will galvanise everyone – from across research charities, the health service, academia, government, communities and industry – to come together in a way we never have before, and help to Beat Heartbreak Forever.

The changes we want to see in our world by 2030

By 2030, we want to see advances across the spectrum of heart and circulatory diseases; we want to prevent these conditions from developing and we want those with existing conditions to have better, longer lives. These advances include:

Better survival and recovery from heart disease

- We want cures for inherited heart conditions
- We want every child born with a heart condition to lead a long and healthy life
- We want thousands more people to survive a heart attack
- We want to mend broken hearts
- We want to prevent people having heart rhythm problems
- We want to triple the number of people surviving a cardiac arrest

New and better treatments for circulatory diseases

- We want to halve the number of people dying from or being disabled by a stroke
- We want to find ways to prevent and treat vascular dementia

Better prevention and management of risk factors

- We want better ways to identify people at risk and help them avoid disease
- We want everyone to breathe clean air and to live in a smoke-free UK
- We want a world in which the healthy choice is the easy choice
- We want everyone to know how to reduce their risk of heart and circulatory diseases

Longer, better lives for everyone

- We want everyone's treatment to be personal to them
- We want everyone to have access to the best available treatment and care
- We want everyone to get the physical, psychological and social support they need





We work with patients and the public for better health and care



We fund research to save and improve lives



We grow support and income



We strive for excellence

Our strategy to 2030

Our strategy to 2030 will get us closer to beating heartbreak forever

We fund research to save and improve lives



Funding pioneering research is at the heart of what we do. It is our core mission. It drives every breakthrough we've made, and every advance we will make in the future. It spans everything from prevention to transformational treatments and innovative new services. As the largest independent funder of research into heart and circulatory diseases in the UK, we will focus our efforts on accelerating discovery and turning discoveries into life saving medical advances.

So, with the ambition of investing more than £1bn in research over the next ten years, we will...

- Fund research into all heart and circulatory diseases and their risk factors
- Fund research across the full spectrum from discovery science to innovation in practice
- Attract, nurture and support the brightest minds and the best ideas
- Make strategic investments to address unmet needs and seize new opportunities
- Actively develop new national and international partnerships to maximise our impact
- Use our position as a major research funder to influence the research environment
- Measure and share the impact of the research we fund

We want

more people to survive a heart attack

5

Every five minutes someone is admitted to a UK hospital due to a heart attack



We work with patients and the public for better health and care



As the nation's heart charity, we advocate for and with people affected by heart and circulatory diseases. We develop innovative ways of meeting their needs by listening carefully, working together and thinking big. We want to stop people developing heart and circulatory diseases in the future, make sure those with existing conditions and risk factors are detected early. And we want everyone, regardless of where they live or who they are, to receive the treatment, care and support they need.

So, with the ambition of achieving better heart and circulatory health for everyone, we will...

- Provide information and support to help patients and the public take control of their health
- Develop innovative products and services
- Engage people and communities affected by heart and circulatory diseases in new ways
- Involve people affected by heart and circulatory diseases in the work of the BHF
- Influence government bodies, regulators, educators and industry to tackle the major heart and circulatory health and care challenges

We want

everyone to know their numbers

5

Up to 5 million people are living with undiagnosed high blood pressure in the UK



We grow support and income



We have come a long way since we were founded. But the world around us is changing, with new and more complex challenges arising that require bold action. If we do not invest more in life-saving research and innovation now, the burden of heart and circulatory diseases will only grow. We need to raise more money to save more lives, and we want everyone to join us in helping to beat heartbreak forever. This requires diversifying our fundraising activities, as well as optimising our market leading charity retail operation.

So, to enable us to continue our life-saving work at the pace that's required, we will...

- Reinforce the urgency of our cause and inspire more people to support us
- Provide new and compelling opportunities for more people to be more actively involved
- Deepen engagement with all of our supporters
- Make sure that supporting us is as easy as possible

We want
to tackle vascular
dementia



15,000

Vascular dementia causes more than 15,000 deaths each year in the UK. People with a history of heart diseases are at least twice as likely to develop vascular dementia

We strive for excellence



We are a leading organisation both within and beyond our sector, with a reputation hard-earned by the dedication and commitment of our people. People who are brave, informed, compassionate and driven in everything they do. By living our values, we will make sure we never take this reputation for granted.

So, to make the most of every pound entrusted to us, we will...

- Ensure working and volunteering inspires a sense of purpose and connection to our cause
- Help our people achieve their full potential
- Be an organisation that continually learns, improves and innovates
- Be a healthy and inclusive place to work and volunteer
- Be a leading force for good in society

We want

every child born with a heart condition to lead a long and healthy life



12

Every day, 12 babies are diagnosed with a heart defect in the UK



Strategic accelerators

To deliver our strategy, and accelerate progress towards our vision, we need to be:



Leading with intelligence

We will harness the power of data and generate, consolidate and curate insight that enhances the delivery of our mission and that of others



Building pioneering partnerships

We will maximise our impact by working with others to realise shared ambitions, both inside and outside of the BHF



Harnessing innovation and technology

We will create an environment for innovation both in the BHF and in the wider health and care landscape, embracing technological and digital solutions, and helping the best ideas can come to life



Inspiring action

We will create a groundswell of support by involving more people in our work, leading evidence-driven campaigns and inspiring deeper connection to cause

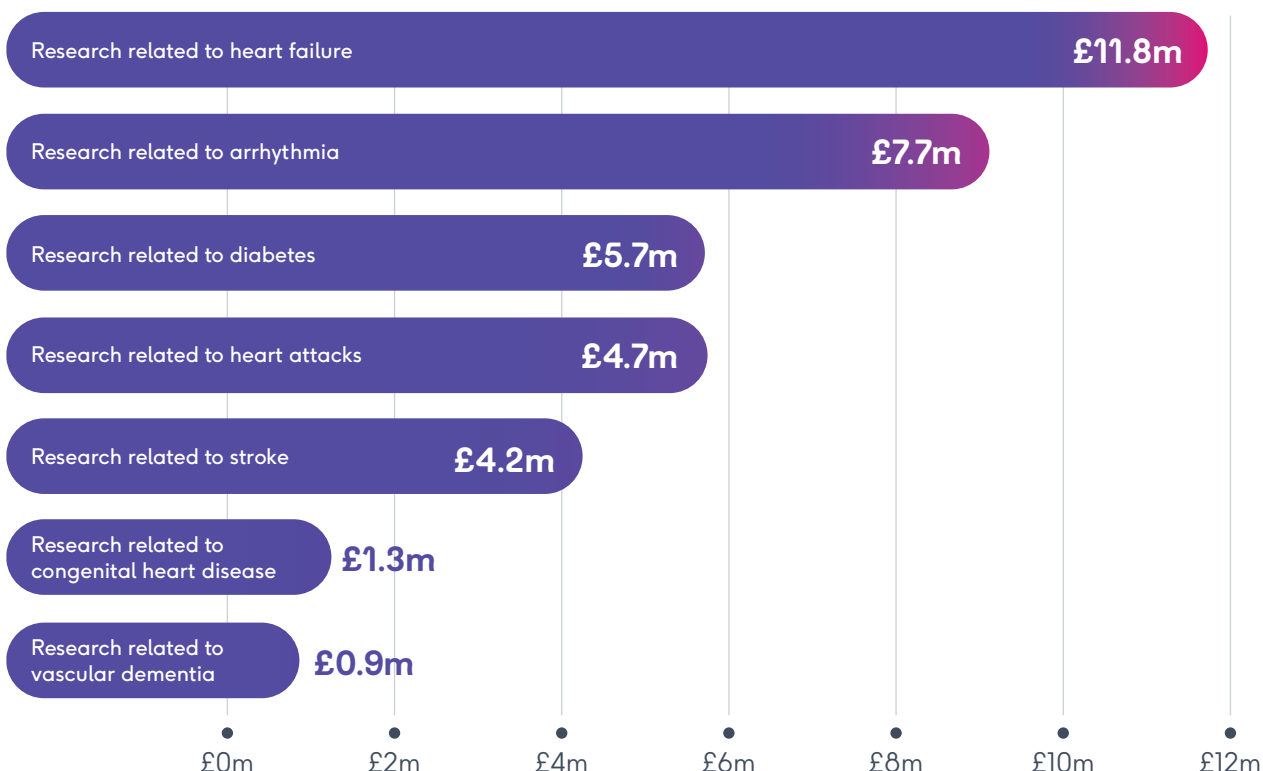
Our work

Time to invest

By funding world-class research, we aim to beat the heartbreak caused by heart and circulatory diseases as quickly as possible.

Over the last year, we've awarded £99.7m of research grants. Every penny helps us support researchers who are working tirelessly to bring us closer to treatments, cures and ways to prevent and protect us all from these conditions.

In 2019-20 our investment included:



£99.7m

Total grants awarded for life saving research in 2019-20

Where our money came from in 2019-20:



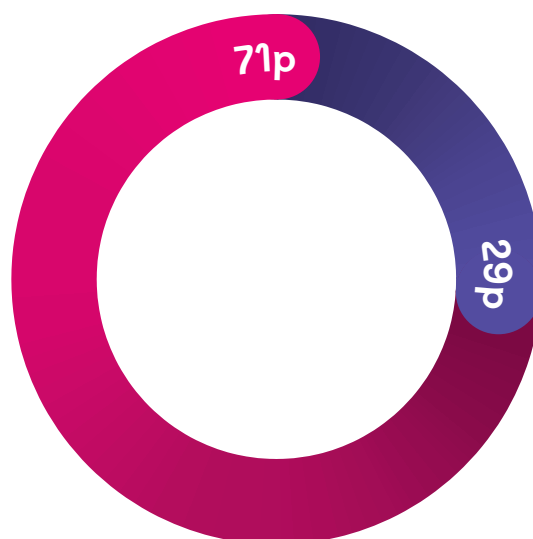
How your money was spent in 2019-20:

Investment in growing our income was £43.3m, meaning 71% of total income (net of retail costs) was available to beat heart and circulatory diseases. This is within our target range of ensuring that at least 70p in the £1 is available to spend on our life saving work.

Of every £1 raised:

Available for charitable purposes: 71p

Invested to generate further income: 29p



How we delivered our mission:



*adjusted to make allowances for the experience that the majority of grants are not claimed in full, the application of a discount factor to reflect the long-term nature of the majority of grant liabilities, as well as relevant staff and support costs. See page 79 for more information.

These are our values

Our values express who we are and what we stand for. They are the spirit and culture of our organisation. Because the way we work together, knowing what to expect of each other, knowing what we expect of our leaders, knowing what's expected of

ourselves, we're able to live our values. We are fearless in our approach. Together, we can beat heartbreak forever to create a world free from the fear of heart and circulatory diseases.



We're brave

We speak out. We're decisive. We're innovative



We're compassionate

We're open and honest. We respect others. We promote our cause



We're informed

We work together. We're clear. We're curious



We're driven

We're focused. We're determined. We keep learning

Job specification

Job description

Summary of role

The Board of Trustees is responsible for providing appropriate oversight, governance and leadership to the charity in the pursuit of its strategies to fulfil its charitable purposes, including:

- Setting and evaluating the strategy and key policies of the BHF
- Developing BHF's aims, objectives and goals
- Fulfilling the board's collective responsibility for the governance of BHF in accordance with the BHF's governing document, prevailing legal requirements and regulatory guidelines, and
- Monitoring and inspiring the performance of the BHF, its Executive Group and Senior Leaders.

All Trustees are expected to:

- work in partnership with other Trustees and the Executive Group to achieve the BHF's objectives, and
- act as high level representatives for the BHF.

Key duties

- To set and approve the overall strategy and key policies of the BHF.
- To ensure that the BHF and its representatives function within the legal and regulatory framework of the sector and in line with the BHF's governing document, continually striving for best practice in governance.
- To uphold the fiduciary duty invested in the role of Trustee, undertaking all duties in a way that upholds best practice in governance to maintain or enhance public confidence and trust in the BHF, including avoiding personal conflicts of interest.
- To determine the overall direction and development of the BHF through good governance and management, and clear strategic planning.
- To direct and monitor performance of the BHF and ensure that it is solvent and well run.



Key duties

Strategy:

- Setting and approving the overall strategy of the charity and clear objectives with plans to achieve this.
- Regularly reviewing performance against these objectives and holding the Chief Executive to account for the effective management and delivery of those objectives, where appropriate.
- Actively participating and informing discussions on the strategic development of the charity.

Governance/Compliance:

- Ensuring that the charity complies with its governing document, company and charity law and any other applicable legislation and regulations including health and safety, safeguarding, employment and data protection law among others.
- Being cognisant of Charity Commission and Fundraising Regulator guidance, the Charity Governance Code and the legal duties of Trustees/Directors.
- Ensuring the effective and efficient administration of the BHF and its resources.
- Maintaining the financial stability of the BHF and ensuring that robust systems are in place for internal financial control and the protection of the BHF's funds and assets.
- Maintaining sound financial management of the BHF's resources, ensuring expenditure is in line with the BHF's objectives and that investment activities meet accepted standards and policies.
- Establishing and monitoring key policies that govern organisational activity, and ensuring the charity's systems for risk management systems are robust.
- Providing oversight of key policies such as health and safety, safeguarding, the prevention of fraud and other areas of risk as identified on the Corporate Risk Register.

Leadership/Performance Monitoring:

- Setting challenging objectives for improving performance and monitoring performance against those targets.
 - Acting in the best interests of the BHF, its current and future beneficiaries at all times.
 - Ensuring that the good name and reputation of the BHF with its body of supporters is rigorously protected.
 - Promoting and developing the BHF in order for it to grow and maintain its relevance to the scientific community and the wider community.
 - Taking time to meet people affected by heart and circulatory diseases -patients and their families –and reflecting their experiences in future plans.
 - Monitoring the work and activities of the BHF and the Executive and Leadership Groups.
 - Positively impacting Board of Trustee meetings (and any Committee meetings to which the Trustee is appointed) through bringing informed, quality perspectives to add contribution and stimulate debate.
 - Building strong, effective and trusting relationships with fellow Trustees, members of the Executive Group, Senior Leaders and other stakeholders.
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- Maintaining the confidentiality of sensitive/confidential information received in the course of a Trustee's responsibilities to the BHF.

In addition to the above, each Trustee should use any specific skills, knowledge or experience s/he has to help the Board of Trustees reach sound decisions. These may involve scrutinising Board and Committee papers, leading discussions, focussing on key issues, providing advice and guidance on new initiatives and other issues in which the Trustee has special expertise.

Person specification

Experience and skills

All Trustees will have a strong track record in leadership of complex organisations and must be able to demonstrate:

- a) Highly effective leadership skills at board level in a large and complex organisation.
 - b) Experience of high level strategic and business planning and an ability to understand and shape the BHF's strategy and influence its implementation.
 - c) A clear understanding of the role of a Trustee and knowledge of the principles of and current best practice in good governance.
 - d) Integrity and judgement.
 - e) A collaborative approach to working, proactivity, a willingness to offer constructive challenge and support collective decisions.
 - f) Ability to analyse and evaluate management information and other evidence.
 - g) Excellent communication skills, and an ability to persuade and influence to promote the interests of the charity.
 - h) The necessary networks and contacts to assist the BHF in achieving its objectives.
 - i) A strong commitment to the BHF's aims, mission and values, and an understanding of the opportunities and challenges which it faces.
 - j) Behaviours that demonstrate, model and reinforce the BHF's values – Brave; Informed; Compassionate; and Driven
 - k) A sharp mind with the ability to think creatively but remain mission focussed.
 - l) The ability to devote sufficient time, preparation and effort to discharge the responsibilities of a BHF Trustee.
 - m) A willingness to spend time with supporters, beneficiaries and volunteers and so inform discussions of the Board of Trustees.
 - n) A commitment to inclusion and diversity.
 - o) Good listening skills and an openness to other views and feedback on own contribution.
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Medical Trustees

In addition to the general Trustee requirements, each Medical Trustee shall be a distinguished clinician or biomedical scientist with extensive and senior experience of leading or overseeing scientific/medical research and/or clinical care in a university, hospital or commercial setting either in the UK or internationally (not necessarily in the field of cardiology).

Non-Medical Trustees

In addition to the general Trustee requirements, Non-Medical Trustees, shall:

- a) be proven leaders in their fields
 - b) have a curiosity and appetite to understand, as well as an affinity for scientific and medical research
 - c) be both willing and able to take a leadership position on one or more of the specific priority areas of the BHF: commercial income generation, fundraising, financial risk and audit, strategy development, or Government relations.
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Diversity and Inclusion

The British Heart Foundation recognises the importance of board diversity and in seeking to attract the best talent and expertise is committed to increasing diversity across its Board and wider committee structure.

Time commitment

Trustees are expected to attend quarterly board meetings with occasional site visits and ad-hoc meetings as required. Trustees are also encouraged to join other committees of the board, as appropriate to their skills and experience.

The time commitment is on average 1-2 days per month.

Term of office

Three years, thereafter renewable for a further term with an expectation that (except in exceptional circumstances) all Trustees serve a maximum of two consecutive terms of office.

Remuneration

The role is an unremunerated voluntary position, but reasonable expenses will be met.

How we are governed

The BHF is a charity registered in England & Wales, and Scotland, and a company limited by guarantee in England and Wales. As such, the Board of Trustees has full legal responsibility for the actions of the BHF under the Charities Act 2011 and the Companies Act 2006.

Our Board of Trustees

The Trustees have full legal responsibility for the actions of the BHF, and are the directors of the company for the purposes of the Companies Act 2006. The Board of Trustees is accountable in varying degrees to a variety of stakeholders including the Charity Commission, Companies House, the Information Commissioner and Fundraising Regulator.

The Board meets on a quarterly basis, and delegates day-to-day responsibility for the running of the BHF to the Executive Group.

Our governance streams

The Board also delegates specific responsibilities and activities to various sub-committees, each is placed in one of three streams: governance, operational or advisory:

Board of Trustees

Governance

Audit & Risk Committee
Nominations Committee
Remuneration & People
Committee

Operational

Chairs & Programme Grants Committee
Project Grants Committee
Fellowships Committee
Clinical Studies Committee
Translational Awards Committee
Investment Committee

Advisory

Retail Committee

Advisory Council

Our Advisory Council comprises the Board of Trustees and the members of all BHF governance committees, operational committees and advisory communities, and is chaired by Professor Sir Kent Woods, Vice-Chair of the Board of Trustees. Advisory Council members are invited to attend a one-day Annual Conference, the aim of which is to seek input and expert advice towards BHF's strategy and future direction.





British Heart Foundation



Palfray's
Flats 1 & 2

How to apply

Applications should consist of a curriculum vitae and covering letter outlining your interest and suitability for the role.

Please provide details of two professional referees - referees will not be contacted without your prior consent

If you would like to have an informal conversation before submitting your application, please contact Ros Hollinghurst or Sam Carey on 0207 267 8369 or BHF@inclusiveboards.co.uk

Applications should be submitted to BHF@inclusiveboards.co.uk

Closing date: 30th August 2020, 23:59

Shortlisted candidates will be invited to attend an informal panel interview with a sub-group of the Nominations Committee.

Heart transplants. Clot busting drugs. Pacemakers.
Breakthroughs born from visionary medical research. Research
you fund with your donations.

Heart and circulatory diseases kill 1 in 4 people in the UK. They
cause heartbreak on every street. But if research can invent
machines to restart hearts, fix arteries in newborn babies, build
tiny devices to correct heartbeats, and give someone a heart
they weren't born with – imagine what's next.

We fund research into all heart and circulatory diseases and
their risk factors. Heart attacks, heart failure, stroke, vascular
dementia, diabetes and many more. All connected, all under
our microscope. Our research is the promise of future prevention,
cures and treatments.

The promise to protect the people we love. Our children. Our
parents. Our brothers. Our sisters. Our grandparents. Our closest
friends. You and the British Heart Foundation.

Together, we will beat heartbreak forever.

Beat heartbreak from  heart diseases  stroke  vascular dementia  diabetes