

MINDOUT CHAIR CANDIDATE PACK





INTRODUCTION

MindOut is a well-established, small charity run by and for LGBTQ people who experience mental health issues. We offer unique and highly effective, evidence-based mental health support. We have a great reputation and an ambitious future.

We have a demonstrable impact on the mental health of people who use our services; we provide lifesaving and life-changing interventions. We help resolve crisis and prevent worsening conditions, often we are people's first service of choice.

OUR HISTORY

We are run by and for LGBTQ people with experience of mental health issues and have been offering services for 20 years. We have thrived and grown, particularly since becoming an independent charity in 2011.

A fabulous landmark in the awareness and promotion of positive mental health and wellbeing for LGBTQ communities. In 20 years we have grown so much and helped thousands of LGBTQ people experiencing suicidal distress, depression, anxiety and who are in crisis or isolated. We have connected people to LGBTQ communities and campaigned hard to make mental health a community concern.

We are proud of and passionate about our values, particularly our co-production ethos and service user participation. We are a grass roots initiative, owned by and embedded in LGBTQ communities. We are independent of statutory services, affirmative, inclusive, and committed to free and affordable services.





WHERE WE ARE NOW

We continue to offer and develop a range of preventive and crisis services. These include: advocacy, peer support, low-cost counselling, workshops and courses, suicide prevention, out of hours on-line support and targeted services for minority communities. We offer training to mainstream service providers and we run anti-stigma campaigns and events. Last year our services reached over 2000 people.

We lobby on LGBTQ mental health locally and nationally. We have pioneered innovative, community responses to suicidal distress and peer support.

Over the last three years we have developed our services, our fundraising capacity and our governance. We have been very successful in our previous aims of consolidation and sustainability, flexible response to need and maintaining and developing current services. We have addressed substantial risk factors including ongoing funding for local services, diversifying our income streams and adding senior management capacity.

We have a skilled, committed, experienced staff team with a robust management structure and board of trustees. We have expanded our volunteer teams with excellent training, support and supervision.

Other achievements include:

- Secured funding for work to address the mental health needs of people aged 50+, published research 'Ageing Well in LGBTQ Communities' and set up the Age Matters project.
- Secured ongoing funding for Peer Mentoring, Online support and local community Advocacy services, in new partnerships.
- Set up a low-cost LGBTQ Counselling Service and run a successful pilot for LGBTQ Relationship Counselling.
- Set up a Food Bank to address food poverty, giving out 81 food parcels last year.
- Grown our Online support service in partnership with social networking providers.
- Developed evidence based evaluation of the effectiveness of our services.
- Diversified our income: success of community fundraising, corporate partnerships and increased training sales.



OUR VISION

A world where the mental health of LGBTQ communities is a priority, free from stigma, respected and recognised.

OUR MISSION

To improve the wellbeing of LGBTQ people who experience mental health issues, reduce mental health stigma, and promote positive mental health amongst the LGBTQ community. We do this by:

- Listening to and responding to the LGBTQ experience of mental health.
- Offering hope through positive relationships and professional expertise.
- Preventing isolation, crisis and suicidal distress in LGBTQ communities.
- Helping people protect their rights and get their voices heard.
- Providing safe spaces for people to meet and support each other.
- Campaigning and creating conversations about LGBTQ mental health across the world.



OUR STRATEGIC AIMS

We have worked with the national LGBT+ sector to define common, shared outcomes which are reflected in our five strategic outcomes:

- Better mental wellbeing for LGBTQ people.
- Reduced social isolation in LGBTQ communities.
- Reduced suicidal distress in LGBTQ communities.
- An end to stigma associated with mental health.
- Improved mainstream mental health service provision for LGBTQ people.

ROLE OVERVIEW

MindOut's board is responsible for supporting and holding to account the CEO and the senior leadership team. This includes ensuring appropriate governance of the organisation, overseeing overall strategy, managing strategic risk, monitoring financial performance and interrogating the big strategic choices and high-level decisions about the running of MindOut. The board also acts as guardian of MindOut's mission and values.

We are looking for a new Chair who will play a key role in ensuring we meet our strategic aims, provide leadership and direction to the board, ensuring they fulfil their responsibilities for governance.

Provide leadership and direction to the board

- Chair meetings to agreed agenda, ensuring outcomes are reached and decisions are taken.
- Work with the CEO to identify agenda items, decisions and outcomes for/of board meetings.
- Ensure effective communication between the Trustees and the senior leadership team, by acting as a channel of communication.
- Where appropriate, support individual board members' personal development.

Provide support and challenge to the CEO

- Conduct annual performance review, collating feedback from staff, Trustees and relevant partners and setting development objectives.
- Regular support and challenge - a sounding board and a source of feedback, advice and suggestions for CEO, and where appropriate the senior leadership team.
- Support the CEO's personal development.
- Willing to respond at short notice if something significant comes up that we want to react to.
- Significant involvement in succession planning and appointment, when required.

PERSON SPECIFICATION

As we are an organisation run by and for LGBTQ people, we want our Chair to represent our service users as well as the following:

Skills

- Ability to lead the organisation in line with our vision and values and to deliver our strategic aims.
- Able to apply knowledge of inclusion and diversity to management of the board and broader governance issues.
- Charity governance through strong ethics and transparency.
- Able to apply creativity and innovation to change and growth.
- Willing and able to work as part of the governance team and in collaboration with the CEO and senior leadership team.
- Assist the CEO and the senior leadership team in building networks of organisations and individuals who can help further the organisation's mission.
- Leading teams and organisations to inclusive and objective decision making.
- External networking with organisations and individuals in order to support the achievement of our mission and strategic plan.
- A Trustee or leader during a time of significant growth.

Experience

- Previous experience as a board member.
- Experience of mental health issues, either directly or indirectly.
- Personal experience of mental health will be viewed positively.
- Understanding of the voluntary sector, its context and how it operates.
- Identifying as LGBTQ.

Values and ways of working

- Excellent communication skills and an ability to persuade and influence to promote the interests of MindOut.
- Good listening skills and openness to others' views and feedback on own contribution.
- Able to operate at a strategic level, bringing insight and interrogation to the development of organisational strategy.
- Taking high-level decisions about the future of the organisation.

Ambassador

- Occasionally act as a representative of MindOut to allies, stakeholders and, if required, the media.

OUR COMMITMENT TO DIVERSITY & INCLUSION

We are an inclusive organisation that supports thousands of diverse people every year. We want this diversity to be reflected on our board.

We welcome applications from anyone regardless of their age, disability, ethnicity, heritage, and socio-economic background.

MindOut is deeply committed to inclusive working practices, so during the application process we commit to:

- Paying for childcare whilst you're at MindOut's interviews.
- Paying for your travel costs to the office and back for interviews when this is held in person.
- Making any reasonable adjustments - for example ensuring we have a sign language interpreters organised in advance if you'd like them.
- Providing this document in a Word document format readily available to download.
- Offering a guaranteed first stage interview for disabled candidates who meet the minimum requirements for the role with Inclusive Boards.

If there is anything else you're concerned about or think we could provide, please let us know.

ADDITIONAL INFORMATION

Time Commitment

- The board meets at least six times a year. The Chair is expected to also meet with the CEO at least once a month. There are also two strategic meetings in the year which includes an away day.

Terms of Appointment

- An offer of appointment will be made once all candidates have been interviewed, and will be subject to satisfactory completion of eligibility checks, including reference checks. If you are offered an appointment you will receive a detailed summary of your main terms and conditions.

Conflicts of Interest

- All candidates will be asked to disclose any actual, potential or perceived conflict of interest, and these will be discussed with the candidate to establish whether and what action is needed to avoid a conflict or the perception of a conflict.

Questions

If you would like to find out more about MindOut, we would be happy to discuss this further with you.

HOW TO APPLY

The recruitment process is being undertaken by Inclusive Boards on behalf of MindOut. If you wish to apply for this position, please supply the following by **23.59 22/11/2020**

- A detailed CV setting out your career history, with responsibilities and achievements.
- A covering letter (maximum two sides) highlighting your suitability for the role and how you meet the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.
- Please provide details of two professional referees together with a brief statement of their relationship to you and over what period of time they have known you.
- Referees will not be contacted without your prior consent.
- [Diversity monitoring form](#) - your data will be stored separately from your application and will at no time be connected to you or your application.
- If you would like to discuss this role informally before applying, please call 0207 267 8369 to speak to Ros Hollinghurst.

**To submit a full application please send your CV and cover letter to:
MindOut@inclusiveboards.co.uk**