



CHAYN

Chayn Chair of the Board of Trustees Recruitment Pack 2021

What if survivors of abuse could access information on their rights and how to seek help in their own language, anytime and anywhere?

That's what CHAYN does.

Can you help?

Thanks for Reading our Chair Information Pack

Here you will find more information on our work, the roles and responsibilities of the Chair, and how to apply.

We are looking for an experienced and passionate Chair to lead our first board of trustees as we transition from a CIC (Community Interest Company) into a CIO (Charity Incorporated Organisation) enabling us to be more sustainable and also scale our impact.

As we move from incubated status to an independent and staffed organisation, we are exploring how we can design and strengthen our organisation to be financially sustainable, while maintaining our nimble approach to developing high-impact international products and services. The voices of survivors will always be at the centre of our work.

We're looking at ways to consolidate our presence within existing countries and expand our reach into new places by implementing our new strategy and business plan which will create a hybrid employee-volunteer model.

The demand for our services, partnerships and resources from activists and civil society organisations in the Global South especially from Pakistan, India, Somalia, Brazil and South Africa are on the rise. We need a Chair who can help us navigate our planned growth over the next few years.

For a more in-depth look at the work of Chayn, please visit our website.

About Chayn

Chayn is an award-winning, open-source organisation that leverages technology to support women tackle violence and oppression so they can live happier and healthier lives.

Chayn started in 2013 to provide survivors of abuse with accurate, diverse and accessible information. Over the past eight years, over 450,000 people have accessed our award-winning work online, generating 1.3 million page views. Our digital services, Little Window (a chatbot that helps women search for information) and Soul Medicine (a micro-course platform) are examples of our innovative approach. Our resources are currently available in eight languages.

Our resources are open-source, multilingual and intersectional - so organisations around the world can use, remix and distribute our work with the wider goal to bridge the gap between gender and tech and provide accessible information for vulnerable women, when they need it. It was set up by award-winning tech for good entrepreneur Hera Hussain, after she tried to help two friends get out of abusive marriages in Pakistan and the UK.



Our Organisational Commitment to Diversity and Inclusion

We are an inclusive organisation that supports a diverse range of people. We want this diversity to be reflected on our Board. We welcome applications from anyone regardless of age, experience, sexuality, religion/beliefs, disability, ethnicity, heritage, gender or socio-economic background.

We champion and advocate for Diversity and Inclusion within our sector and more widely.

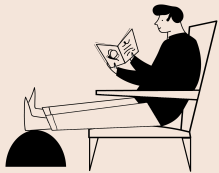
Chayn is deeply committed to inclusive working practices, let us know if Chayn can:

- Pay for care and childcare if required whilst you are at interviews.
- Pay for your travel costs for interviews held in person.
- Make any reasonable adjustments – for example ensuring we have a sign language interpreter organised in advance if you'd like them.
- Support you in any other way you need during the application process.

We will provide this document in a Word document format readily available to download.

Our Work

Working on themes across domestic abuse, sexual assault, tech-enabled gender-based violence, gender-based violence, mental wellbeing and impact of trauma, we create:



Toolkits and how-to guides for women & NGOs

Easy to follow crowdsourced guides in multiple languages such as [How to Build Your Own Domestic Violence Case Without A Lawyer](#), [DIY Online Safety](#) and [Getting Better & Moving On](#)



Country or theme-specific platforms

Putting local information & support at the fingertips of survivors such as Chayn [Italia](#)/ [India](#)/ [Pakistan](#) and [the Supernova Project](#), addressing abuse within the LGBTQIA+ communities



Digital services

Plug the digital services gap in an environment where charity funding is cut down. We built a micro-course platform called [Soul Medicine](#), [Little Window](#) - a cat chatbot that creates a reading list, YSM - a web companion to support sexual assault survivors and [Bloom](#) - an international trauma support group on Telegram and WhatsApp.

Our Philosophy

Our design principle: Design with, not for. We're proud to co-design resources with survivors of abuse from around the world. Up to 70% of our team are survivors of abuse which means not only are our projects user-centred - they are user-led. We are experts in trauma-informed work.

We stand proudly with the Open Source movement to create, distribute and benefit from a culture and society of free and accessible knowledge. We aim to enable and empower women facing abuse and oppression to make informed decisions by providing them access to knowledge, support and tools and motivate communities into action by brainstorming and creating solutions that empower women and supporting organisations. We believe in user-centred design and are an intersectional feminist organisation.

Chayn چین is a word taken from the Urdu language that is synonymous with 'peace of mind', 'tranquility' and 'serenity'. **We believe that this inner peace is the fundamental right of every individual.**

Everything that Chayn does originates in a burning passion for gender equality and empowerment of women against patriarchy, oppression and abuse.



Who are we looking for?

We are looking for a chair who is ready to lead a ground-breaking organisation at the forefront of fighting gender-based violence, with a radically transparent and inclusive digital approach.

We need someone who can support us as we formalise our charity status, which we have just been given. We have recruited several brilliant, passionate and dedicated trustees, and need leadership to guide the forming team, and to instigate effective and inclusive board practices.

We want someone who is resourceful, thoughtful and determined to help Chayn scale its impact and become a sustainable organisation. We would like a Chair who has a track record of media outreach to help us build Chayn's profile and be an advocate for addressing gender-based violence.

We especially encourage applications from Black and Asian people and people who have experienced other exclusion or marginalisation. LGBTQIA+ people and disabled people. For logistical reasons, we are seeking trustees who are based in the UK.

We feel it's essential that our Chair has an understanding of intersectionality and systems of oppression and is aligned with our values and ethical framework: you will have a passion for gender equality and a belief in co-designing with, not for. Chayn is an intersectional feminist organisation that believes in women and non-binary people's rights and gender, religious, racial and class equality. We work hard to improve women's lives all over the world and believe in a woman's right to her own choices and decisions. We believe in a woman's rights to agency and to make her own choices and decisions, regardless of gender identity, sexual orientation, economic activity, religion, and more.

What Will Our Chair Do?

We are looking for a Chair who is proactive and passionate about this work. You will be closely involved in the running of the organisation, and supporting Chayn to achieve our goals. You will act as a Spokesperson for Chayn, steer us, hold us accountable and proactively seek opportunities for the organisation.

The Chair will build strong and supportive relationships with other trustees and the executive team and will have fun working with one of the most innovative and dynamic charities in the UK. We have five talented and passionate trustees, who will support the Chair in their role.

Purpose of the Role

- Leading the board and the organisation to enable it to fulfil its purpose.
- Speak on behalf of Chayn to the public and press
- To ensure an effective relationship between:
 - the board and the staff/volunteers
 - the board and the external stakeholders/community
- To supervise and support the CEO.

Responsibilities

- Ensure the proper conducting of Board Business
- Encourage and ensure all Trustees make a full contribution
- Plan and prepare the board meetings with others as appropriate.
- Chair board meetings ensuring:
 - Meetings are collaborative and inclusive
 - A balance is struck between time-keeping and space for discussions.
 - The board draws together pertinent points to reach well informed consensus
 - Business is dealt with and decisions made.

- Decisions, actions and deliberations are adequately minuted.
 - The implementation of decisions is clearly assigned and monitored.
- Review and monitor the Board's effectiveness and conduct an annual performance appraisal of the Board and the Trustees
- Ensure adequate support and supervision arrangements are made for the CEO and any other staff/volunteers directly managed or reporting to the committee.

Qualities

- Excitement about leading the organisation
- Willingness to be a Spokesperson for Chayn
- Commitment to the work of Chayn
- Tact, diplomacy and powers of persuasion.
- Skilled in effectively Chairing meetings
- Collaborative and inclusive approach

Remuneration

Our trustee roles are unpaid. We do not expect trustees to incur any costs, but will reimburse any reasonable expenses.

Location

Quarterly meetings are held virtually.

Time Commitment

We hope that our Chair will volunteer at least 8 hours per month with Chayn, which will include quarterly meetings (virtual), some administrative tasks, training/induction and calls with the team.

Terms of office and 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. Board Members are appointed for an initial period of up to 3 years which can be renewed up to a maximum of 6 years.

Learning and Development

We are committed to supporting Board Members' learning and development through training and professional development.

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.

Our Recruitment Process

The recruitment process is being supported by Inclusive Boards on behalf of Chayn. If you wish to apply for this position, please supply the following by **23.59 21/11/21**

- A 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.
- 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 have any questions or would like to arrange a call to discuss the role please email Chayn@inclusiveboards.co.uk or call 0207 267 8369.



Please send your CV and cover letter to Chayn@inclusiveboards.co.uk or visit www.inclusiveboards.co.uk/opportunities to apply online.