

Trustee Recruitment Pack 2023

Introduction: A message from the Chair

I feel privileged to be part of the National Children's Bureau. And this year we celebrate our sixtieth anniversary.

For 60 years...

- We've listened and we've learned and developed a unique understanding of the systems that support and surround children and families in the UK;
- We've united the children's sector and created enduring connections across the early years, health, education and social care workforce;
- We've shaped legislation and pioneered new ways of joining up public services to protect the most vulnerable and those with the most complex needs;
- We've impacted national policy by convening powerful coalitions of leading children's charities demanding better Government support, and coordinating the influential All-Party Parliamentary Group for Children;
- And we've given a voice to children, young people and their families across the UK.

But despite all the progress we've made, the challenges we face today are as deep and wide as at any point in our history.

Our mission, our values and our expertise are needed now, more urgently than ever.

As a trustee you can be part of the solution.

One of the many great things about being a trustee at NCB is the feeling that your contribution is welcomed, appreciated and supported not just by your fellow board members, but NCB's staff, and ultimately the children and young people we serve.

At NCB, the Board and the senior leadership team have guided the organisation so that it is well-poised to meet the challenges ahead, continuing to deliver our mission and developing the key objectives that will drive the delivery of NCB's new strategy.



We are proud of the progress we've made diversifying our Board, most recently in terms of ethnicity and age, with 20% of our trustees under the age of 25. But we are ambitious to go further. Additional Board members with a broad range of skill sets, experience and lived experience and with a commitment to NCB, will be invaluable to the charity as it makes progress over the years ahead. Partnering with Inclusive Boards in our search for our next cohort of Trustees is an intentional choice to help us achieve this.

We recognise that the thought of 'entering the Boardroom' can be daunting so we have worked hard to make it feel welcoming, accessible and inclusive by valuing not only professional experience but lived experience too. And as a result, we have successfully recruited people who might not otherwise have applied, especially our younger trustees.

We believe that being a Trustee isn't solely about fulfilling the many duties and responsibilities that come with the Board function. Trustees give a great deal, and in return we want Trustees to have opportunities to grow and develop personally and professionally through their engagement as part of a truly inspirational organisation.

I hope you will enjoy reading more in these pages about NCB, its values, mission, and extensive work across the children's and young people's sector, and about us, the Board of Trustees. I hope you will feel inspired to join us.

Alison O'Sullivan

Chair

About us

For sixty years, we have been bringing people and organisations together to drive change in society and deliver a better childhood across the UK.

Since 1963, we have been at the forefront of campaigning for children and young people's rights.

We were founded by Mia Kellmer Pringle amid concerns about the welfare of children in care. Mia recognised that the way to bring about the best for these children was through co-operation.

She gathered health services, education providers, children's services – everyone with a stake in their care. Only together could they make things work better.

This approach still defines us today. We identify the most serious issues putting our children and young people at risk and we bring people and organisations together to drive change in society and deliver a better childhood.

Today, our challenge is greater than ever.

In an age of austerity, we've witnessed funding for children's services cut by half, with a devastating impact on young lives.

In an era of disinformation, trust has never had more value. That's why it's so important we're here to interrogate policy and uncover evidence, taking the voices of children to the heart of Government to shape better legislation.

Only by working together can we bring about the best for our children.

We're united for a better start. United for a better future. United for a better childhood.

We're the National Children's Bureau.

ncb.org.uk



NCB family

Working together to deliver better childhoods. Every member of the NCB family brings people and organisations together to drive change on particular issues and help deliver a better childhood for the UK.



Anti-Bullying Alliance (ABA)

The Anti-Bullying Alliance's vision is to stop bullying and create safer environments in which children and young people can live, grow, play and learn. Every year, we coordinate Anti-Bullying Week and Odd Socks Day, reaching 7.5 million children with 80% of schools taking part.

Read more at: anti-bullyingalliance.org.uk



Childhood Bereavement Network (CBN)

CBN is the hub for people supporting grieving children and those caring for them across the UK. We underpin our member's work with essential support and representation. Recently, we helped secure an extension of bereavement benefits worth around £10,000 a year for families where the parents were cohabiting but not married.

Read more at:

childhoodbereavementnetwork.org.uk



The Council for Disabled Children (CDC)

We drive change in society to deliver a better childhood for disabled children and those with special educational needs (SEND). Recently, we supported 21 local areas through the DfE-funded RISE programme, and played a key role in developing the Government's SEND and Alternative Provision Implementation Plan.

Read more at: councilfordisabledchildren.org.uk



Lambeth Early Action Partnership (LEAP)

LEAP works to give thousands of children aged 0-3 living in parts of Lambeth a better start. By 2021, the programme had reached more than 14,000 babies, young children and families.

Read more at: leaplambeth.org.uk



The Schools Wellbeing Partnership

The Schools Wellbeing Partnership is a national network of nearly 50 member organisations that works to improve the wellbeing of all children in education.

Read more at: schoolswellbeing.org.uk

Our vision, mission and values

Our vision

For every child to be safe, secure and supported.

Our mission

To build a better childhood for every child.

Our values

Our values act as the core beliefs and universal truths that affect how we behave, how we work together as a team, how we structure our internal processes and how we deliver our mission.

Forever young

- Children and young people are at the heart of what we do. We reflect this energy and optimism in our approach to work.

Better together

- We collaborate from the inside and outside, living up to the trust our partners place in us to do what's right for children and young people.

Always learning

- Like an inquisitive child, we always ask 'Why?' We never settle for the status quo and always search for future progress.

Open minded

- The best way to influence is through evidence, not assumptions. The rigour of our research drives our work to achieve more for the UK's children.

Taking care

- We invest a significant part of ourselves in our work. We respect and value that investment by looking after ourselves and each other.



Our 2023-28 strategy: Improving childhoods together

Too many children in the UK are not getting the support they need to grow up safe, happy and supported. We're here to put this right.

As a society we provide a vital system of education, health and social care services to strengthen families and help our children overcome the many challenges that can hold them back.

For 60 years, NCB has been driving change throughout this system to make it as effective as possible and to protect the children whose welfare is most at risk.

Right now, the system is failing under rising demand and a lack of investment.

We're here to shine a light where the system is failing and unite all those who can help to fix it.

We are in the final year of our current strategy which is available [here](#). As a trustee your input into the development of our new five-year strategy will be invaluable to the future of NCB.

Our trustees

Becoming a trustee can be both valuable and personally rewarding.

Everyone will have their own experience, but to illustrate, Sarah Mullen, one of our most recent recruits who joined the board in 2022 said:

"Being a trustee for NCB has enabled me to use my skills and experience to contribute to a cause I really care about. It is a great opportunity to continue learning - through meeting people with different expertise and experiences; through seeing how a different organisation works; and by working with experts in the field of supporting vulnerable children. But most importantly, the staff and board at NCB are warm and friendly, hugely knowledgeable and passionate about what they do - it's a joy and an inspiration to be part of that."

Read more about our current trustees [here](#).

Our commitment to diversity and inclusion

NCB is committed to developing and maintaining a Board of Trustees that is truly representative of its UK wide reach. We welcome applications from anyone regardless of age, disability, ethnicity, heritage, gender, sexuality, socio-economic background and other differences. NCB is committed to ensuring its board membership includes the depth and breadth of both professional and personal experience required to provide the organisation with the strategic direction and scrutiny required for it to succeed.

We are deeply committed to inclusive working practices, so during the application process we commit to:

- Paying for care and childcare whilst you're at NCB's interviews.
- Paying for your travel costs to the office and back for interviews, if held in person.
- Making any reasonable adjustments – for example ensuring we have a sign language interpreter 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.

Read our [Board Statement](#) on Diversity, Equity and Inclusion.



Trustee role profile

Purpose

NCB's Board is responsible for supporting and holding to account the Chief Executive and the executives. 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 the NCB. The Board also acts as guardian of NCB's mission and values.

Legal context

Trustees are responsible for the legal stewardship of the NCB. This involves ensuring that the NCB is compliant with legislation and its own governing documents. The trustee role carries with it a number of legal director duties which trustees are expected to understand.

We expect all our Trustees to be aware of the Charity Governance Code. In particular, our Trustees should be committed to our cause and have joined our board because they want to help us deliver our purpose; they should understand their roles and legal responsibilities and be committed to good governance and want to contribute to our continued improvement. Training is provided as part of the induction process for all Trustees joining the Board so you will learn more about your responsibilities and duties that you may not already be familiar with.

Charity Commission guidance states that Trustees must:

- Ensure that everything they do helps to achieve the charity's objects;
- Comply with the charity's governing document and the law;
- Act in the charity's best interests;
- Manage the charity's resources responsibly; Act with reasonable care and skill and take advice when necessary;

- Ensure the charity is compliant with statutory accounting and reporting requirements.

Key responsibilities and duties:

- Fulfil the legal duties of the Trustee role.
- Set strategy and agree the business and financial plans to support strategic delivery.
- Scrutinise performance, ensuring that everything the NCB does and all resources spent go towards achieving NCB's charitable objects.
- Undertake regular and detailed scrutiny of NCB's financial position, ensuring financial stability and the proper investment of any funds managed on its behalf.
- Take responsibility for risk management across the NCB, ensuring risks are identified, assessed and mitigated as far as possible.
- Determine and lead the culture of the NCB, ensuring that all behaviours and decisions are in accordance with NCB's Values and that the Values are embedded across the organisation.
- Prepare for and attend all board meetings.



Person specification

All board members should bring the following essential skills and values to the role:

Skills

- Excellent communication skills and an ability to persuade and influence to promote the interests of the NCB.
- Good listening skills and an openness to other views and feedback on own contribution.
- Able to think differently, drawing on personal and professional expertise to come up with new ideas and challenge existing thinking.

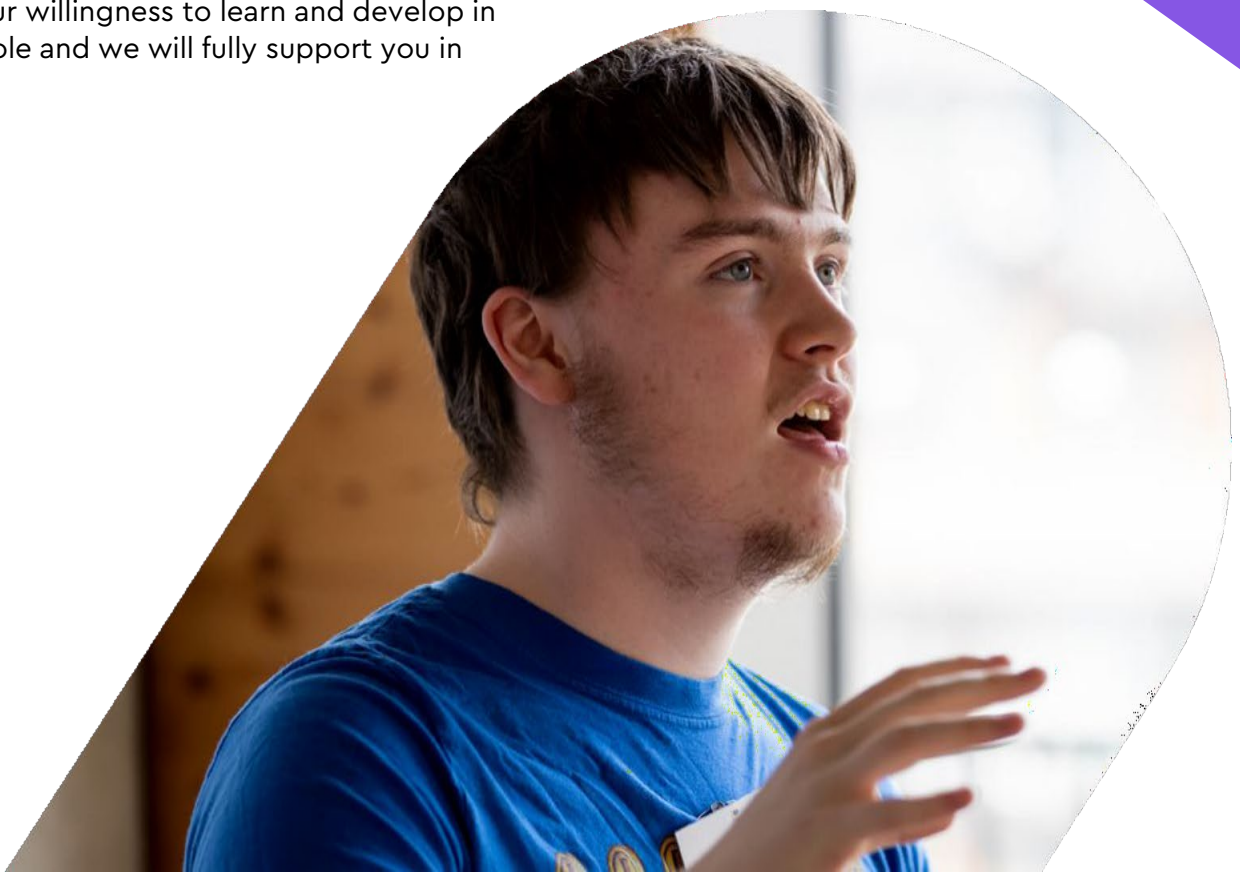
Values and ways of working

- Genuine alignment with NCB's mission and values to create better lives for all children and young people.
- Commitment to bringing high standards of ethics and transparency to NCB's governance.
- Previous Board experience is not essential as we value life experience equally as professional experience; what is essential is your willingness to learn and develop in the role and we will fully support you in this.

All applicants from across the UK are equally welcome but we are keen to hear from individuals who meet any one of the following criteria:

- Experience in Northern Ireland across government relating to children's Health and Social Care.
- Experience in Youth Justice.
- Experience in Children's Services systems, including Early Years, in local or central government.
- Experience in charity governance.
- Strategic business development experience in a commercial context.

Across these positions we are looking at candidates at the senior strategic level.



Additional information

Time commitment

- Quarterly Board Business meetings.
- Annual Board Retreat (broad thinking, strategic development) normally including an evening meal with overnight accommodation provided for those not based in London.
- Quarterly committee meetings. Trustees are expected to sit on either our Finance, Risk and Audit Committee; People and Culture Committee; or Strategic Advisory Group to support the work of the Board. This will be based on a discussion with the Chair once appointed to the board.
- Board meeting preparation and follow-up.
- Engage in the organisation-wide work of NCB through learning and knowledge sharing opportunities with staff.
- We take a blended approach in our ways of working, remotely and in person, so this commitment is accessible and achievable for Trustees based across the UK.

Role as an ambassador

Board members are expected to be good ambassadors for the NCB. Their behaviour at all times should enhance and protect the reputation of NCB. Board members should take every opportunity to champion NCB and support its activities.

Remuneration

Trustee roles are unremunerated, however, reasonable expenses will be covered.

Guaranteed Interview

We are offering disabled applicants a guaranteed interview. To be invited to interview, you must meet the minimum criteria for the role. This means being able to demonstrate all the essential criteria in the candidate pack and any one of the skills required. If you are eligible, please state this clearly in your covering letter. The guaranteed interview will be conducted by Inclusive Boards.

How to apply

If you wish to apply for this position, please supply the following:

- A detailed CV setting out your education, qualifications, involvement in school, college or student groups, voluntary work, employed work or work experience.
- A covering letter (maximum two sides) highlighting your suitability for the role and how you meet the person specification, your achievements and motivation to be a Trustee at NCB. Please note that the covering letter is an important part of your application and will be assessed.
- Details of two referees together with a brief statement of their relationship to you. Referees will not be contacted without your prior consent.
- As part of the application process, you will be asked to complete a

diversity monitoring form. This is voluntary and will not be connected to your application.

- To apply online visit: www.inclusiveboards.co.uk/opportunities
- Applications are also accepted via email to: ncb@inclusiveboards.co.uk

Key dates

- Application deadline: 24th September 2023
- Interviews: 13th & 16th November 2023
- We will be holding an informal, remote Open House on Wednesday 13th September, 6.00-7.00pm, if you'd like to hear more from our Chair, CEO and Head of Governance before submitting your application.

If you have any questions or would like a conversation before submitting an application please contact Inclusive Boards at ncb@inclusiveboards.co.uk or 0207 267 8369

United for a better childhood

For 60 years, the National Children's Bureau has worked to champion the rights of children and young people in the UK. We interrogate policy and uncover evidence to shape future legislation and develop more effective ways of supporting children and families.

As a leading children's charity, we take the voices of children to the heart of Government, bringing people and organisations together to drive change in society and deliver a better childhood for the UK. We are united for a better childhood.

Let's work together: 020 7843 6000 | info@ncb.org.uk | www.ncb.org.uk | @NCBtweets

London: 23 Mentmore Terrace, London, E8 3PN

Belfast: The NICVA Building, 61 Duncairn Gardens, BT15 2GB

INCLUSIVE BOARDS

About Us

Inclusive Boards is the UK's leading board diversity practice. We have worked alongside over 300 organisations to provide support with Board recruitment, development and governance reviews. We strive to be at the forefront of equity and diversity, and believe that everyone should be represented at Board level. Additionally, we also provide bespoke training sessions on a variety of subjects including personal branding, inclusive recruitment practices and board structures and governance as well as delivering leadership development programmes for underrepresented leaders across a range of sectors.

Contact us today

Improve diversity on your Board, please don't hesitate to contact us via hello@inclusiveboards.co.uk.

To join a Board, sign up to become a candidate via our website and be notified of the latest opportunities as and when they become available.



www.inclusiveboards.co.uk



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<https://linkedin.com/company/inclusive-boards>

