



# AIR AMBULANCES UK

SUPPORTING AIR AMBULANCE CHARITIES

INDEPENDENT CHAIR OF TRUSTEES





# Contents

<b>03</b>	<b>MESSAGE FROM OUR TRUSTEES</b>	<b>08</b>	<b>USEFUL INFORMATION</b>
<b>04</b>	<b>ABOUT AIR AMBULANCES UK</b>	<b>09</b>	<b>CHAIR ROLE DESCRIPTION</b>
<b>05</b>	<b>OUR VALUES</b>	<b>12</b>	<b>PERSON SPECIFICATION</b>
<b>06</b>	<b>OUR GOALS</b>	<b>13</b>	<b>HOW TO APPLY</b>
<b>07</b>	<b>OUR COMMITMENT TO EQUALITY, DIVERSITY &amp; INCLUSION</b>		





# Message from our Trustees

Thank you for your interest in becoming the next Chair of Air Ambulances UK.

Air Ambulances UK is the independent national charity supporting the lifesaving work of the UK's Air Ambulance charities, enabling them to save even more lives every day. Air ambulance crews bring the Emergency Department to patients who have suffered a life threatening or life changing trauma or medical emergency; providing advanced critical care to save lives.

The air ambulance sector is relatively small but surprisingly complex. All the charities serve their communities in slightly different ways. It is a collegiate, collaborative and high-performing community. The majority of the UK's air ambulance charities are formal members of AAUK, but we would like to see this number increase.

AAUK's Board of Trustees consists of up to five independent Trustees, including the Chair, and four Trustees who are elected by our air ambulance charity members.

We have a fantastic and dedicated small staff team which we have grown over the last couple of years and all of whom are committed to our cause.

Our next Chair will be leading a group of trustees who are committed to the charity, and to the wider air ambulance community. Between us, we have significant expertise in the sector, and more broadly. We are looking for a Chair to draw that together, providing leadership to the Board, ensuring effective governance and, through the Chief Executive, appropriate oversight of the staff team.

The current Chief Executive resigned earlier this year and will be leaving at the end of 2024. The Board has taken the decision to recruit an interim CEO. This means that the new Chair should be appointed in plenty of time to lead the recruitment of a new, permanent, Chief Executive.

If you are excited by the opportunity to make a real difference to all of those who work in our air ambulance community, patients and their families and are looking for a public-facing Board role, rich in complexity and opportunity, we would love to hear from you.

Best wishes,  
Board of Trustees, Air Ambulances UK



# About Air Ambulances UK

Air Ambulances UK (AAUK) is the national charity supporting the lifesaving work of the UK's air ambulance charities, enabling them to save even more lives every day.

Air ambulance crews bring the Emergency Department to patients who have suffered a life threatening or life changing trauma or medical emergency; providing advanced critical care to save lives.

On average an air ambulance can reach someone in urgent need within 15 minutes. Anyone, anywhere in the UK can become a patient at any time. Air ambulance charities are collectively dispatched to over 107 lifesaving missions each day across the UK; each mission is funded almost entirely by the generosity of local communities.

AAUK raises national funds to invest in the air ambulance community and acts as the voice on issues of national significance. Our vision is that together we will ensure the best possible chance of survival and patient outcome for everyone in need of lifesaving pre-hospital care. We do this by supporting and championing the invaluable work of the air ambulance community at a national level.

We offer a broad range of membership services and fundraising partnerships, including opportunities to become involved in our fundraising, communication, risk, governance, environmental sustainability, and development programs, good practice, and knowledge sharing forums and committees, government lobbying on key issues affecting the sector, raising vital funding, commercial investment, national PR activities, campaigns, and events.

## AAUK FORUMS

We deliver air ambulance charity member forums which provide a safe space for sharing of information, networking, inviting external speakers and collaboration opportunities. Membership forums include:





## Our Vision



Together we will ensure the best possible chance of survival and patient outcomes for everyone in need of lifesaving pre-hospital care.

## Our Purpose



Champion and support the vital work of air ambulance charities, enabling them to save even more lives and improve patient outcomes every day across the UK.

# Our Values



### TRUST

We foster integrity in all we do, in order to be an ethical and trusted charity.



### COLLABORATION

We bring people, organisations and ideas together to maximise impact.



### INNOVATION

We focus on innovation in order to continually improve the services we deliver and enable improvements in patient outcomes.



### EXCELLENCE

We aspire for excellence in everything we do.



### KINDNESS

We treat everyone with the utmost kindness and respect at all times.





# Our Goals



## TO INSPIRE NATIONAL ENGAGEMENT & SUPPORT

We will inspire commitment to the sector through raising funds, generating support and increasing national awareness of our cause.



## TO ADVANCE PATIENT CARE

We will support and champion research and good practice in the sector by the delivery of projects and sharing of learning to improve patient outcomes.



## TO BE A COLLECTIVE VOICE

We will become the trusted, national collective voice of the sector among central government, peer organisations, media and the public.



## TO MAXIMISE SECTOR IMPACT & INCOME GENERATION

We will deliver funding which enables air ambulance charity development and become the leading central hub of mutual information exchange, support and advice for the community.



## TO ACHIEVE ORGANISATIONAL EXCELLENCE

We will achieve the highest standards of governance and compliance, ensure financial sustainability and will nurture our team, as well as demonstrate our impact.





# Our Commitment to Equality, Diversity & Inclusion

Air Ambulances UK is an equal opportunities employer, committed to equal opportunities policies. We welcome applications from all backgrounds so that our board mirrors the community we serve.

We welcome applications from anyone regardless of age, disability, ethnicity, heritage, gender, sexuality, religion, socio-economic background or other difference.

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

- Paying for care and childcare whilst you are at interviews.
- Paying for your travel costs to the office and back for interviews 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 with Inclusive Boards for disabled candidates who meet the minimum requirements for the role.

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





# Useful Information

## CURRENT TRUSTEES:

- Daryl Brown - CEO, Magpas Air Ambulance, elected Trustee
- Andrew Hicks - Independent Trustee
- Amanda McLean – CEO, Thames Valley Air Ambulance, elected Trustee
- Bernadette O’Sullivan - Independent Trustee
- Anna Perry – CEO, Great Western Air Ambulance Charity, elected Trustee
- Claire Walters - Independent Trustee
- David Welch - CEO, Kent, Surrey and Sussex Air Ambulance, elected Trustee

## MEETINGS AND TIME COMMITMENT

The Board typically meets four to six times a year, sometimes virtually. The in-person meetings usually take place at various Air Ambulance bases across the country or in central London.

There are currently no Board Committees, but this will be part of the upcoming governance review.

The Chair will meet at least monthly with the CEO.

Other meetings and events currently include the Annual Conference and Awards, an annual Parliamentary Reception, the Chairs’ Forum (usually twice per year) and occasional ad hoc meetings with stakeholders, members and supporters.

Combining these means that the role is likely to average 2-3 days per month.

## EXPENSES

The trustee role is unremunerated but reasonable travel, training and relevant other expenses will be covered.

Please note that our Governing Document states that an Independent Director (Trustee) must have had no involvement in (including acting as a trustee of or providing paid services to) an Air Ambulance Charity for at least one year prior to their appointment as a Director.





# Chair Role Description

The Chair will lead the Board of Trustees in ensuring that the Charity has a strategy and appropriate governance, subject to the terms of the Articles of Association as well as Charity and Company Law. They will play a key role in keeping the priorities of members and the wider air ambulance community at the heart of all decision-making whilst also maintaining the role of the Board as the guardian of the beneficiaries' interests. The Chair will act as an ambassador and the public face of the Charity in partnership with the Chief Executive Officer.

The Chair will also lead the Board in holding the CEO and staff team to account for the Charity's mission and vision, and will provide leadership to the Board of Trustees to help each Trustee fulfil their duties and responsibilities for the effective governance of the Charity. The Chair will also support, and, where appropriate, challenge the Chief Executive and ensure that the Board functions as a unit and works closely with the CEO and entire staff team to achieve agreed objectives.

## LEADERSHIP

- Lead the Board of Trustees in ensuring that the Charity acts in accordance with its Articles of Association, and as a collective govern AAUK's activities in furtherance of its objectives and strategy. Specifically, this will include ensuring that the Board meets its responsibilities with regard to:
  - Setting strategy (including purpose and values) and major policies.
  - Monitoring the Charity's performance.
  - Directing the staff team via the Chief Executive.
  - Major risk management.
  - Membership engagement.
  - Stakeholder accountability.
  - Working within the Code of Conduct.
- Lead the Board of Trustees in ensuring that they are setting clear expectations concerning the Charity's purpose, culture, values and behaviours as well as Board meeting style and tone, and that decisions made reflect the purpose and values of the Charity.
- Establish a close and supportive relationship with all Trustees, the Chief Executive and other staff.
- Bring impartiality and objectivity to decision making, while promoting a culture of openness and debate.
- Monitor that the Board is regularly reviewing major risks and associated opportunities, to satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks.



- Lead the Board of Trustees in their duties to ensure sound financial health of the Charity, with systems in place to ensure financial accountability.
- Support the Chairs of the Committees, where they exist, within their roles.

## GOVERNANCE

- Build an effective team of Trustees accountable for the overall good governance of the Charity.
- Steer the Board of Trustees in identifying key governance decisions to be made.
- Encourage full participation and active contribution of all Trustees, the Chief Executive and other relevant staff, especially in setting Strategic Direction for the Charity, and in setting Board Level Policy.
- Provide support and leadership to the Trustees to encourage them to develop their knowledge, confidence and skills, so that they can better fulfil their governance role in accordance with the Articles of Association.
- Foster, maintain and encourage constructive relationships with and between the Trustees.
- Lead on the annual Board appraisal processes, with individual Trustees and as a collective, and use that feedback and the conclusions to improve the quality and effectiveness of Board meetings.
- Together with the Chief Executive and other Trustees, ensure appropriate Board continuity and Trustee recruitment is in place and is effective and that it provides a diverse and effective Board.

## EXTERNAL RELATIONS

- To represent the Charity at a senior level in the capacity of Chair.
- Provide approved quotations for important press releases and media articles, as required.
- Represent the Charity at functions and/or meetings, as required, including acting as spokesperson where appropriate.
- Deal with correspondence addressed directly to the Chair of the Board.

The above list is indicative only and not exhaustive, and further information on the responsibility of the role can be requested from Inclusive Boards. The Chair will be expected to perform all such additional duties as are reasonably commensurate with the role.



# Person Specification

## EXPERIENCE, SKILLS AND KNOWLEDGE

- Experienced and inspiring leader with evidence of strategic insight.
- Previous experience of charity boards (in executive or non-executive roles).
- Evidence of working within a Board and Committee structure and effectively chairing meetings.
- Evidence of collaborative working.
- Experience of budgetary oversight, sound financial acumen and charity finance.
- Sound understanding of the role of a Chair and Trustees including the relationship between Chair, the Board and CEO.
- Excellent understanding of governance and compliance.
- Clear understanding of membership organisations.
- Ability to communicate in a confident and inspiring manner.
- Ability to effectively network and build stakeholder relationships.
- Influencing skills and political awareness.
- Able to manage constructive debate and disagreement and to defuse or address conflict as required.

## PERSONAL CHARACTERISTICS

- Integrity and excellent judgement.
- Commitment to Air Ambulances UK's vision, purpose and values.
- Ability to think strategically and horizon-scan appropriately.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of being a trustee.
- Commitment to devote the necessary time and effort to Trustee duties.



# How To Apply



**AIR AMBULANCES UK**  
SUPPORTING AIR AMBULANCE CHARITIES

**INCLUSIVE  
BOARDS**

The recruitment process is being supported by Inclusive Boards on behalf of Air Ambulances UK. If you would like to apply, please supply the following by no later than **23.59 on 08/12/2024**:

- 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.

If you have any questions or would like to arrange a call to discuss the role please email [AAUK@inclusiveboards.co.uk](mailto:AAUK@inclusiveboards.co.uk) or call 0207 267 8369.

Please visit [www.inclusiveboards.co.uk/opportunities](http://www.inclusiveboards.co.uk/opportunities) to apply online or send your CV and cover letter to [AAUK@inclusiveboards.co.uk](mailto:AAUK@inclusiveboards.co.uk)



# 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](mailto: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](http://www.inclusiveboards.co.uk)



[@InclusiveBoards](https://twitter.com/InclusiveBoards)



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

