

# Trustee Recruitment Candidate Information Pack

Spring 2026



**LINCS & NOTTS**  
**AIR AMBULANCE**  
**SAVING LIVES EVERYDAY**

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## Executive Summary

The Lincs & Notts Air Ambulance (LNAA) is one of the UK's leading Helicopter Emergency Medical Service (HEMS) charities, providing rapid, life-saving critical care across Lincolnshire and Nottinghamshire, 24 hours a day, 365 days a year. Our Helicopter and Critical Care Cars take the expertise of the hospital directly to the scene of the emergency, reaching any point in our two counties in under 20 minutes. Each mission costs approximately £4,000, and with over 32,000 missions since our founding in 1994, our service is made possible entirely through the generosity of the communities we serve.

LNAA is in a period of significant growth and transformation. We celebrated our 30th anniversary and our 30,000th mission in 2024 and were rated *Outstanding* by the Care Quality Commission in 2025 - a milestone that reflects the exceptional standards across our entire organisation. Looking ahead, our five-year strategy focuses on expanding our service further, including the introduction of a second helicopter in 2027 to ensure we can be by the side of even more patients when they need us most.

To support this ambitious strategic direction, LNAA is seeking to appoint up to three new Trustees who will bring executive-level expertise in Clinical/Healthcare regulation, Finance, or Digital Technology & AI. These individuals will join a committed, values-driven Board focused on strong governance, strategic oversight, and ensuring LNAA continues to deliver outstanding critical care across our region.

Trustees play a vital role in shaping the Charity's future - Trustee roles are strategic, not operational. The Board meets four times a year, alongside Sub Committee involvement and an annual Away Day or training session. The estimated time commitment is around 10 days per year. Trustees are responsible for setting strategic direction, scrutinising performance, ensuring regulatory and financial compliance, and acting at all times in the best interests of the Charity and its beneficiaries.

This is an exciting and meaningful opportunity to contribute to an exceptional organisation with a profound impact on the lives of thousands of people each year. We look forward to welcoming new Trustees who will bring expertise, perspective, and passion to help shape LNAA's future.

## Welcome to the Lincs & Notts Air Ambulance

Thank you for your interest in joining the Board of Trustees at the Lincolnshire & Nottinghamshire Air Ambulance (LNAA). This Information Pack is designed to give you a clear understanding of who we are, what we do, and why becoming a Trustee can be such a rewarding and meaningful opportunity.

I have served on the LNAA Board for three years and became Chair in February 2026. My time as a Trustee has been both enlightening and fulfilling. The role has given me a deep insight into pre-hospital emergency care, as well as the privilege of helping to guide a much-loved local charity through a period of growth and expansion. I've been humbled by former patient stories which have been incredibly inspiring, along with many dedicated volunteers whose commitment makes our work possible.

Over recent years, the Charity has undergone a substantial phase of transformation and growth, and our plans for service expansion continue at pace. In 2024, we celebrated our 30th anniversary and our 30,000th mission. We were also rated 'Outstanding' by the Care Quality Commission last year - a milestone of which we are extremely proud. Yet our ambitions continue to grow.

Our latest five-year strategy, launched last year, focuses on expanding our service even further, including the bringing into service of a second helicopter in 2027 so we can be there for even more patients.

To support our goals, we are looking to appoint up to three new Trustees and are particularly seeking executive-level expertise in the areas of Clinical Healthcare regulation, Finance, and Digital Technology / AI.

Your skills, experience, and networks could make a genuine and lasting difference to LNAA's life-saving work - offering a unique chance to contribute to a Charity that has a profound impact across our communities. We look forward to hearing from you.



**Gordon Parsons, Chair of the Board**

## Lincs & Notts Air Ambulance

We are one of the UK's leading Helicopter Emergency Medical Service (HEMS) charities. If somebody is involved in a serious incident or suddenly taken ill, speed and time are of the essence. Giving a patient the best chance of making a full recovery, our Air Ambulance crew effectively take the hospital to the scene of the emergency. Our Helicopter can fly at 160mph to any point in the two counties in less than 20 minutes, which is essential in getting our clinical crew to the patient as quickly as possible.

Our Helicopter and Critical Care Cars provide a 24/7 service, 365 days of the year. On average, we are called upon 4 or 5 times every day. Each mission costs approximately £4,000. This year we need to raise £13m and with an ambitious growth plan ahead, we will need to raise even more in the coming years.

Since our founding in 1994, we have undertaken over 32,000 missions, all funded through donations generously given by the communities we serve. We receive no direct Government funding for our day-to-day operations.

Read more about our work at [www.ambucopter.org.uk](http://www.ambucopter.org.uk)



## Our Vision, Mission & Values

### Our Vision

To be by the side of more patients, enabling the delivery of outstanding critical care.

### Our Mission

To provide outstanding critical care, by helicopter and car, day and night, to the people of Lincolnshire and Nottinghamshire.

### Our Values



## Our Commitment to Equality, Diversity and Inclusion

LNAA is committed to promoting equality, diversity and inclusion. We welcome applications from anyone regardless of ethnicity, heritage, disability, gender, sexuality, religion, socio-economic background or other differences.

We are committed to taking proactive and lawful steps to improve the diversity of our workforce over time, recognising that representation across some roles and professions may be influenced by wider sector and regional challenges.

We focus on removing barriers, ensuring fair and inclusive recruitment practices, and widening access to opportunities wherever possible, so that everyone is treated with dignity and respect and has an equal opportunity to succeed.

As Trustees, individuals are expected to uphold our values and actively support equality, diversity and inclusion in governance, strategy, and decision-making.

If you require any reasonable adjustments during the recruitment process, then please let us know.



## The Board of Trustees

Our Board of Trustees meets four times a year (in-person preferred, usually held 1600 to 1900 at LNAA HQ, Lincoln LN4 2GW), as does each of the three Sub Committees of the Board. In addition, there is typically a Board Away Day and or a training session annually. New Trustees are offered an initial one-year term then, following a review of performance and contribution, a pathway to a 3-year term (first term), with a possible second and third term by mutual consent, alongside consideration of the balance of skills and expertise needed on the Board at that time. We select all our Trustees based on a skills & experience matrix which reflects good governance and the needs of the Lincs & Notts Air Ambulance.

Trustees are expected to be a member of one of the Sub Committees of the Board, dependent on relevant experience.

## Trustee Responsibilities

The Board has overall responsibility for the strategic direction of the Charity; the day-to-day management of the organisation is delegated to the Chief Executive Officer. An Executive Leadership Team (ELT) works with the CEO to deliver the agreed Strategy. To serve as a Trustee you must be over the age of 18 and not be disqualified because of bankruptcy, unspent criminal convictions for offences of deception or dishonesty, or a legal order or removal/disqualification as a Trustee or company director. It is a criminal offence to act as a Trustee while disqualified. More information about becoming a Trustee, including eligibility criteria for holding such a post can be found here: <http://www.gov.uk/guidance/charity-trustee-whats-involved>

LNAA is both a registered Charity and a Company Limited by Guarantee (i.e., a charitable company) therefore Trustees have duties and responsibilities as a Charity Trustee and Company Director (working within charity and company law). The Board of Trustees' core role is a focus on governance, oversight, strategy, performance and assurance, not day-to-day management, which is delegated to the CEO. As a Trustee, you will work collectively with other Trustees to ensure the Charity is fulfilling its purposes as effectively as possible with responsible use of the resources available.

Trustee responsibilities include:

- Developing and approving the Charity's Strategic aims and Objectives.
- Approval of the Annual Budgets and any material changes.
- Approval of the Annual Report and Accounts.
- Evaluating the Charity's impact by measuring and assessing results, outputs and outcomes.
- Monitoring performance against the Charity's Strategic aims, Objectives, plans and Budgets.
- Oversight of the Charity, ensuring competent and prudent management.
- Maintenance of sound management, planning and internal control systems; robust accounting and other record keeping; and compliance with our governing document, statutory and regulatory obligations.
- Approval of key Policies.

- Ensuring effective risk management.
- Oversight of our income generation activities.

We estimate the time commitment for reading, preparation, meeting and event attendance equates to around 10 days per year.

## About you

### Essential:

You will be:

- Committed to our vision, mission and values, and able to devote the necessary time and effort to carry out Trustee responsibilities effectively.
- Through your knowledge, experience and expertise, be able to provide constructive challenge and support to the CEO and Executive Leadership Team.
- Strong team player who can work with other Trustees to make decisions collectively to advance the best interests of the Charity and its beneficiaries.
- Strategic and forward-thinking with the capability to look at situations objectively and analytically to apply good, independent judgment.
- Have some understanding of charity governance, relevant legal duties and responsibilities (although training will be given).
- Excellent networking skills.
- Sufficient command of spoken and written English to participate fully in meetings, understand complex written materials, and contribute to governance discussions.

To be considered for this voluntary role, it would be helpful if you have Trustee, Board level or Executive level experience. Furthermore, it would help if you live in, work in, or have a good understanding of the two counties we serve.

To ensure a diverse and balanced Board, we are specifically looking for up to three new Trustees with skills and significant experience in the following areas:

1. Clinical/Healthcare background with executive experience in a CQC regulated organisation
2. Finance Expertise
3. Digital Technologies / AI Expertise

We encourage applications from individuals from diverse backgrounds, and people with lived experience of LNAA's services.

Trustees are volunteers and are highly valued for the contributions they bring to the Charity. Through a mix of skills, experiences and professional disciplines, our Board of Trustees bring expertise and perspectives to benefit and further the life-saving work of LNAA.

## Guidance & Support

If you are appointed as a Trustee, you will be provided with an Induction Session, including a series of documents which will give context and explanation regarding the Charity's current position, live issues and future plans. You will also be asked to confirm that you have read and understood key policies. New Trustees will be provided with links to general resources for Trustees, such as those available on the Charity Commission website, as well as Trustee training opportunities. For your first year, you will also be linked with a 'Buddy Trustee' to help support your knowledge and understanding of LNAA.

## Person Specifications

### Role 1: Clinical/Healthcare background

A senior professional with executive experience within a CQC regulated organisation, with sound CQC knowledge and a strong understanding of governance. You will be the lead Trustee for clinical governance oversight, maintaining a high-level overview of LNAA's clinical services, seeking assurances in line with Trustee responsibilities.

#### Essential:

- Governance and leadership experience within a CQC regulated setting
- Thorough understanding of CQC standards

#### Desirable:

- Experienced registered healthcare professional
- Track record in governance and leadership in a clinical setting

### Role 2: Finance Expertise

A strong financial professional, bringing experience in budgeting, financial analysis, investments and risk management.

#### Essential:

- Strong financial knowledge and governance experience
- Ability to interpret and communicate complex financial information

#### Desirable:

- Experience with investment strategy or long-term financial planning
- Familiarity with the charity or not-for-profit sector

### Role 3: Digital Technologies / AI Expertise

Use your skills and expertise to provide insight into digital transformation, AI innovation and emerging technologies, ensuring our work remains relevant, ethical and future-ready.

#### Essential:

- In depth knowledge of Digital and AI technologies, including strategy and emerging trends
- Experience providing strategic oversight or advisory input at board or senior level

#### Desirable:

- Awareness of ethical and regulatory issues around AI and digital transformation
- Track record in driving digital innovation, ideally in a non-profit or public sector setting

## How to Apply

The recruitment process is being undertaken by **Inclusive Boards** on behalf of Lincs & Notts Air Ambulance.

If you wish to apply for one of these roles, please supply the following by 23:59 on 31/05/2026:

- A detailed CV setting out your career history including responsibilities and achievements
- A cover letter (maximum of two sides of A4) highlighting your suitability for the role for which you are applying and how you meet the person specification. Please note that your cover letter is an important part of your application and will be assessed.
- 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.

[Please consider filling out our diversity monitoring form.](#) The information provided to us is confidential, stored securely and separately from your application, and is only used to ensure we are meeting our obligations for equal opportunities under the Equality Act 2010.

If you have any questions after reading this pack, please email:

[LNA@inclusiveboards.co.uk](mailto:LNA@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 [LNA@inclusiveboards.co.uk](mailto:LNA@inclusiveboards.co.uk)

**Thank you for your interest in the work of the Lincs & Notts Air Ambulance Charity.**