

www.centre70.org.uk

Centre 70 Trustee Recruitment pack



Are you enthusiastic, committed and looking for a new challenge? Do you have skills and experience to contribute to a local charity based in Lambeth?

Join us as we approach our 55th year and ensure a sustainable future at a time when demand for our services is higher than ever.

About us

Centre 70 was founded in 1970. We work to create communities where everyone has access to the support they need to overcome adversity in their lives so they can thrive.

To achieve this we support and work alongside those who are facing social, mental, financial or other personal difficulties at our centre and out in their communities. We do this through a holistic programme of free and affordable services including:

- Advice
- Counselling & Wellbeing
- Training
- Advocacy

We are: **Passionate, Inclusive, Responsive & Community focused** and these values define how we deliver our three key outcomes of:

- Increased access to rights and entitlements
- Improved mental health and wellbeing
- Improved access to life opportunities

We have a dedicated 21 strong staff team, along with 31 volunteers, delivering a range of co-designed services, supported by 7 trustees. In 2022 - 2023 we supported just under 5,000 individuals, with an income of £633,013 from a range of grants and contracts including legal aid income.

[Find out more about the impact of our work in our Annual Review 2022 - 2023](#)

Role description

As a trustee, you will work collectively with other BoT members to set the strategic direction of the organisation, ensure good governance practice is followed and that Centre 70 delivers its charitable objectives as set out in our Memorandum and Articles

Main duties include:

- Annually assess the changing environment and approve Centre 70's strategic and operational plans
- Attend regular BoT and sub-group meetings and discuss any matters of concern with the Director and BoT
- Ensure the financial position of the organisation is adequate for its current needs and long-term strategy
- Support the processes to recruit, appoint, appraise and support staff and volunteers, approving appropriate salaries and terms and conditions of service
- Approve major policies to ensure legal compliance and best practice is followed
- Work collectively to recruit new members to the BoT with relevant expertise and experience to fill vacancies as needed
- Annually review BoT performance and take steps to improve outcomes as necessary
- Approve published reports ensuring they adequately reflect services delivered and the financial position of the organisation
- Be prepared to disclose any conflicts of interest, and to disclose any circumstances which would bar you from holding the position of trustee under charity and company law
- Appoint independent auditors subject to approval by members of the organisation
- Review and ensure compliance with relevant laws affecting the organisation

Sub groups

In addition to the general duties above, you will be encouraged to join one or more sub groups to contribute specific expertise.

These currently include:

- Finance & personnel sub group
- Governance sub group
- Counselling & wellbeing sub group
- Advice sub group
- IT sub group
- Communications and marketing sub group
- Fundraising sub group
- Premises sub group

Specific knowledge, experience & skills

We are specifically seeking applications from individuals with expertise and experience in:

- Fundraising (community, corporate, trusts & foundations)
- Community Engagement & Co-production
- Human Resources
- Property/Estate Management
- Advice and legal
- Marketing & Communications
- IT

If you are passionate about the importance of social justice and improving community mental health and wellbeing, then this is the right voluntary role for you.

Becoming a trustee is a great opportunity to contribute your knowledge and experience to an organisation that really makes a difference to the local community in West Norwood, Lambeth, and wider area through our outreach work across London.

Time required

We envisage no more than one day a month is required for this role.

Equity, Diversity & Inclusion

Centre 70's Board of Trustees are committed to further embedding Equity, Diversity and Inclusion (EDI) throughout our work. We are continually learning and challenging ourselves to increase inclusivity across every area of our work in the community and within our internal systems.

We welcome and encourage applications from people from all walks of life, and from those with the potential to make a great Chair. To ensure Centre 70 better represents the community it serves, a diverse board is essential.

We particularly welcome applications from people who have lived experience of multiple disadvantage, those who have used advice and counselling services, and people from Black, Asian, and minoritised ethnic communities.

We also particularly welcome applicants based in or around the West Norwood area, who are able to help build connections within the local community and attend occasional in person events.

To apply

In the first instance, please complete **this Expression of Interest Form**, outlining your skills & experience and why you are interested in the role.

