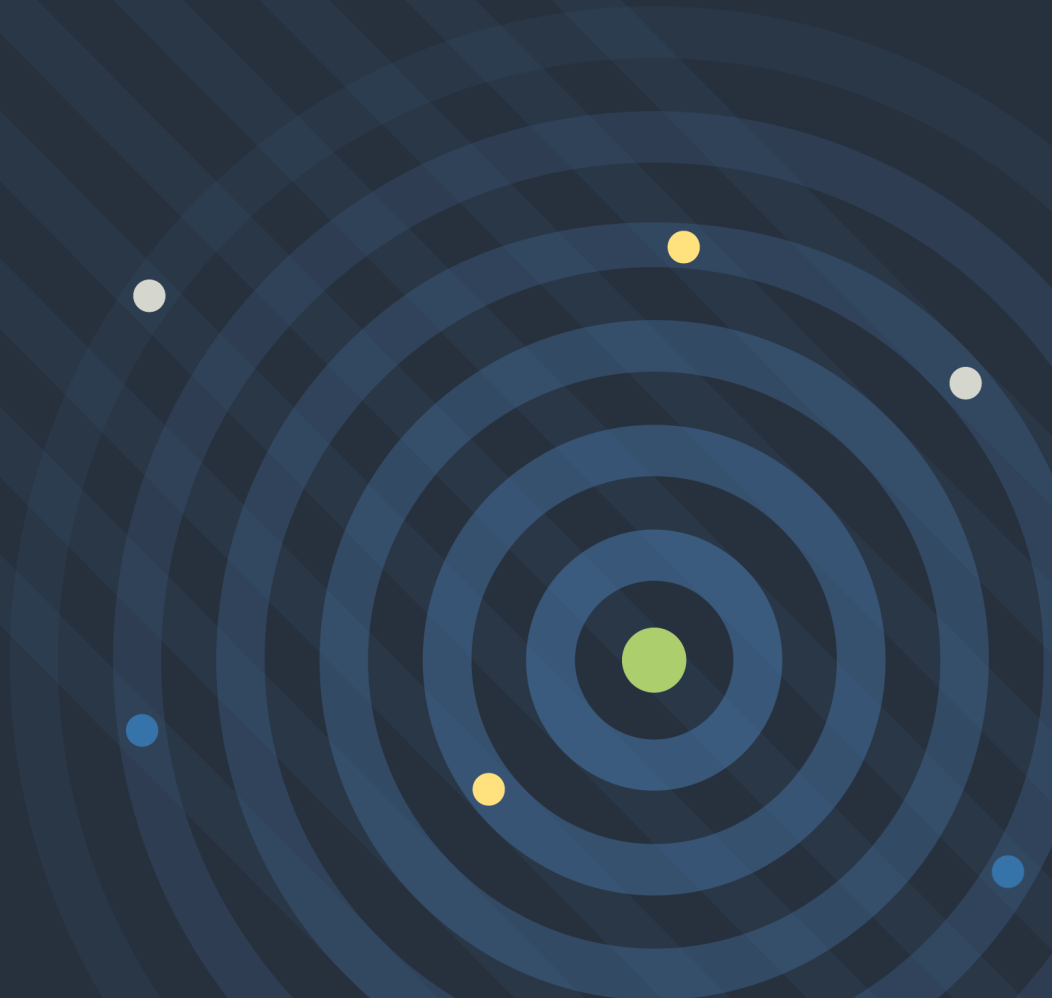




Certitude London

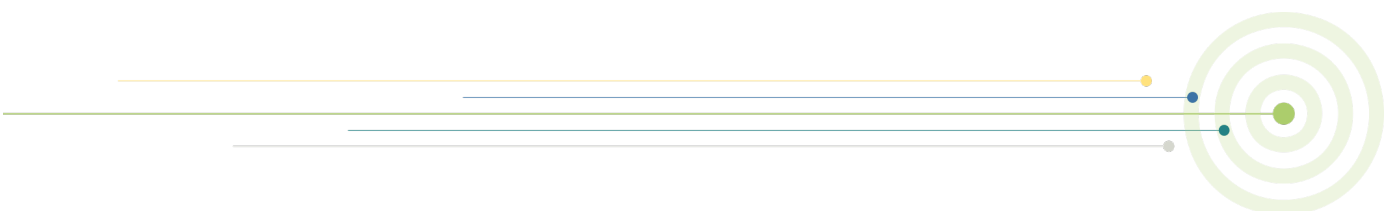
Trustees

Appointment Brief



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Introduction

Thank you for your interest in joining the Certitude. We are a brave and ambitious charitable organisation focused on providing support that can transform people's lives. We are proud of our 30+ year history of supporting people with learning disabilities, autism and mental health needs across London. We support 1800 people each year through a diverse range of person-centred services and believe in providing the right level of support to enable individuals to develop new skills, meet new people and live the life they want.

Quality is key to our success. We are a dynamic, people and purpose-focused organisation comprising 1150 colleagues, with a robust financial position and a healthy turnover of around £55M pa. We have high employee engagement, a strong commitment to people development and to equality, diversity and inclusion. Over the past few years, we have strengthened our position as the leading not for profit support provider in London through mergers and the successful awards of several significant new contracts.

We have an ambitious 10-year vision with a supporting initial three-year strategic plan: "Plan Big, Be Local". We are committed to people development, change and transformation to ensure we are at the forefront of providing high quality and innovative care and support.

As part of our ongoing Board development, we are currently seeking to recruit a number of new Trustees to our board. To be successful as a Trustee you will have a proven track record of leadership, together with strong communication and influencing skills. We are particularly interested in individuals who have significant expertise of property financing and property development or significant HR expertise gained within large and complex customer facing organisations.

These are exciting roles at a time of significant opportunities that will give challenge and reward in equal measure. We hope you are motivated by our vision, mission and ambitions; if you feel you have the right experience and skills, then we look forward to hearing from you.

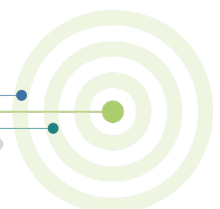
Yours faithfully



Scott Greenhalgh
Chair



Aisling Duffy
Chief Executive



About Certitude

Certitude is London's leading adult social care provider for people with learning disabilities, autism and mental health needs. As a not-for-profit organisation, we are proud to have supported people across London since 1990. We now support over 1,800 people in 17 London boroughs.

We believe everyone is unique. We support people to develop new skills, meet new people and live the life they want – so they can bring their own unique brilliance to the world. We all experience the world in different ways. We all have our own hopes and dreams, goals and ambitions. We believe there is strength in this diversity – and nowhere is that more evident than in London.

Our organisational values underpin everything we do:

- **Inspired by people**

We are successful in our support by working in partnership with the people we support, their families, carers and local communities.

- **Trustworthy and dependable**

We are reliable and understand the stability that our support can provide to people and their families.

- **Working together**

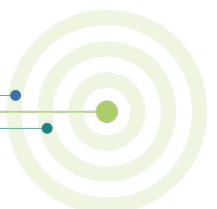
We believe in people and their capabilities; everyone has skills, strengths and something to offer.

- **Continuously improving**

We are always looking to improve the quality of our support and challenging ourselves.

Please follow these links to find out more [Certitude](#), [Our People](#) and [What We Do](#)

Please follow this link to read our [Impact Reports](#) and our [Annual Accounts](#)



Trustee - Role Description

Overview of the role

To contribute as part of Certitude's Board to provide oversight, strategic leadership and direction to Certitude, ensuring good governance as a Trustee. Board members are expected to provide strategic challenge and support to the Leadership Team, and to promote the mission and values of Certitude externally.

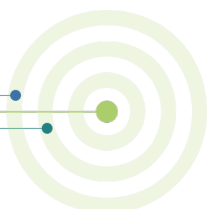
Key Accountabilities and Responsibilities

Strategy

- Providing strategic challenge and support to the CEO and Leadership Team
- Promote and champion the mission and the strategic objectives
- Approving clear strategic objectives to deliver the agreed plans and strategy and review performance against those objectives
- Oversee the effective implementation of board decisions by the Chief Executive and Leadership Team
- Holding the Chief Executive to account for the effective management and delivery of the organisation's strategic aims and objectives
- Appoint the Chief Executive and monitor her/his performance
- Appoint the Leadership Team in conjunction with the Chief Executive
- Ensuring the long-term sustainability of the organisation
- Analysing and contributing positively to the strategic development of the organisation
- Contributing to constructive debate regarding the strategic development of the organisation and any other material and significant issues facing the organisation

Compliance

- Ensuring that the highest standard of corporate governance and compliance with any other applicable legislation, regulatory requirements and best practice
- Ensuring that Certitude pursues its objects as defined in its governing document
- Ensuring that the Board and its Committees approve the major policies within which the organisation operates, and monitor compliance
- Ensuring the organisation is properly insured against all reasonable liabilities
- Ensuring the best use of financial and other resources
- Ensuring that financial controls and systems of risk management are robust
- Participating in sub-committees of the Board



Board activities

- Participating fully in the work of the Board, attending key committees and other ad hoc meetings of the Board
- Participating in the Board on-boarding, learning & development and evaluation identified both as an individual and as part of the Board or committee
- Reflect the organisation's vision, strategy, major policies and values at all time
- Take part in regular visits to services and attend staff and client recognition events
- Promote diversity and inclusion

Board members should use any specific knowledge or experience they have to help the board reach sound decisions. This will involve scrutinising board papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the board on new initiatives, or other issues relevant to the area of, the organisation's work in which the Board member has special expertise.

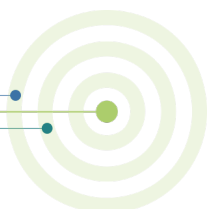
Trustee - Person Specification

We are seeking to appoint two Trustees.

One should have significant expertise of property financing and property development; knowledge of the social housing sector is also desirable. The second Trustee should have significant HR expertise gained within large and complex customer facing organisations. Within your written supporting statement, in addition to setting out which of the two Trustee roles you would like to be considered for, it would be helpful if you could demonstrate and provide evidence of the criteria listed in Part One. These will be tested further throughout the process formally and informally, along with the criteria listed under Part Two. The successful candidate will be able to give evidence of the following:

Part One

- A proven track record of successful strategic leadership
- Experience of providing guidance, support and challenge to senior managers
- Commercial acumen, with a good appreciation of risk management.
- Communicating, networking and engaging with a wide range of audiences
- Experience of developing, maintaining, and sustaining partnerships with key stakeholders.



Part Two

- Passion, alignment with and commitment to our mission and our values
- Commitment to diversity and inclusion
- A high level of emotional and cultural intelligence and political astuteness
- Resilient with the ability to handle tension, conflicts and reach consensus
- Comfortable with ambiguity and the confidence to ask questions
- Tact and diplomacy, with the ability to listen and engage effectively
- A commitment to understand the health and social care landscape
- Empathy and understanding of the needs and aspirations of the people and communities we support
- Ability to contribute to and promote a collaborative and inclusive team environment.
- Willing and able to commit energy and time to fulfil the role, including travel and attending meetings and events out of office hours.
- Commitment to working collaboratively with other Board members

Terms and Conditions

Trustees are non-executive roles, normally appointed for three years with the option of extending for a further two terms of three years.

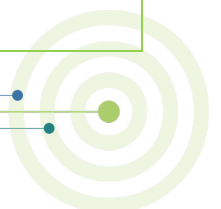
Trustees will need to commit to attend 5 Board meetings (evenings); 4 Committee meetings (evenings); 2 Board Away Days (one evening) and 2 service visits a year.

Meetings are generally held in our Registered Office (Balham) or virtually using MS Teams. Away Days are generally held in Central London

Trustee roles are unremunerated, although reasonable travel and other out of pocket expenses will be reimbursed. All applicants must have an existing Right to Work in the UK.

Timetable

Advert goes live and the search commences	Monday 29th April
Closing date for all applicants	Sunday 26th May 2024



Preliminary conversations and informal meetings with the Chief Executive	w/c 3 rd June and 10 th June
Final panel interviews	w/c 24 th June

How to Apply

If you are interested in applying to join the Board, please do so via the Attenti website:

www.attenti.co.uk/CertitudeTrustees

Please ensure you provide the following:

- A comprehensive CV including details of your achievements in each role
- A written supporting statement, outlining your suitability and motivation for joining the board of Certitude
- Details of two referees, one of whom should be with regard to your current or most recent role and let us know whether you would be happy for us to contact them as part of the process. Referees will not, of course, be contacted without your prior consent

Please ensure that you indicate in your application any dates when you will not be available, or where we might have difficulty in contacting you.

All applications will be acknowledged. Attenti will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal.

Please let us know of any accessibility accommodations you may require.

Closing date for all applications is **Sunday 26th May 2024**

For an informal and confidential discussion, after having read the appointment brief, please contact our advising consultants:

Anita Denton on 07725 554 802, Anita.Denton@attenti.co.uk or
David Fielding on 07810 507 235, David.Fielding@attenti.co.uk

