



Trustee role description

About the role

Ready to help set Mind's future direction? Our trustees make sure we're fully focused on the biggest challenges to mental health, and right now we're seeking up to 2 trustees to join our board from December 2024.

Our trustees set our strategic direction and ensure we are having the greatest impact possible. They make sure that we don't give up until everyone experiencing a mental health problem gets both support and respect. They oversee the collective work of our vibrant £300m federation comprising the national Mind charity, our Mind Retail network of over 170 high street shops, and over 100 independent local Minds.

Our board benefits from having a wide range of trustees. We welcome applications from everyone, including from (but not limited to) people with experience of serving on boards of large or complex organisations. We have identified that our current board has particular gaps:

- People from a minoritised ethnic background (BAME)
- People from Wales (preferably Welsh speakers)
- People with lived experience of mental health problems, especially from marginalised or under-served communities

Key responsibilities

Our board has up to 16 trustees. Trustees will:

- Think creatively
- Set our overall strategy and oversee our progress in achieving this
- Communicate clearly and sensitively as part of a group
- Make decisions
- Be committed to fighting for mental health
- Be a Mind member

You can read more about the more general responsibilities of being a trustee [here](#). But don't worry about having all the right experience for these responsibilities – they are for the board as a whole. We wouldn't expect one person to be able to do everything, which is why we look for a diverse range of people and skills. Decisions are taken as a group with support given to all trustees by Mind.



What you will get from us

We want you to get the most out of your time as a trustee. We will give you:

- Induction and training
- Expenses to cover the cost of attending meetings
- Opportunities to develop new skills
- An annual appraisal so we can keep supporting you as you develop
- An opportunity to make an impact in the way we fight for mental health

Person specification

Essential criteria

As part of your application, you need to demonstrate that you meet the following criteria:

1. An understanding and commitment to Mind's vision, mission and values
2. Knowledge and/or interest in mental health issues
3. Ability to think strategically
4. Ability to champion inclusion
5. Ability to work effectively in a group and take part in discussions
6. Ability to manage difficult and/or challenging situations
7. Ability to challenge constructively and ask questions appropriately
8. Ability to analyse information and assess complex issues
9. Ability to understand and manage risk, and be comfortable with handling uncertainty
10. Willingness to abide by the expectations of trustees (see below)

Please note you also need to be aged 18 or above to be eligible to be a trustee.

Desirable criteria

We are interested in candidates who have experience of working on boards, and this year we are particularly interested in candidates who have experience in:

- Qualitative research, especially around diversity and inclusion
- People and culture development, with a focus on young people



Do also let us know as part of your application if you have professional or voluntary experience in one or more of the following areas: governance; fundraising, diversity and inclusion; service provision, communications; training; media work; safeguarding; retail; legal; policy influencing; user engagement; digital innovation; grant making; marketing; performance management; publications; organisational development and transformation.

Expectations

We are committed to becoming actively anti-racist in everything we do. This is a critical priority for Mind. We embrace diversity and understand that being an inclusive organisation and recognising different perspectives will enable us to provide excellent services. We are committed to ensuring all our employees are treated fairly and equitably at work and to promoting equity in physical and mental health for all.

Expectations of the role include:

- Attending 5 board meetings per year (3 meetings of 3 hours each, and 2 residential meetings)
- Trustees are also usually asked to be on one of Mind's committees: these meet 4 times a year for 3 hours each time
- Dedicating time to preparing for each meeting by reading the papers provided
- Willingness to commit to a minimum of 3 years in the role (each trustee is elected for a term of 3 years and may serve a maximum of 3 terms in total).

Everyone at Mind is expected to embody our mission, values and competencies. This includes an expectation that they will:

- Show passion for what Mind does and the changes that we are making for people with mental health problems
- Stand up for what they believe is best and trust in themselves and each other
- Be open to others and ourselves and show a commitment to learning
- Be open to change and respond flexibly and quickly to the changing world
- Communicate effectively, ensuring their messages are understood and that they strive to understand others
- Value diversity and treat others with respect, showing sensitivity towards differences, promoting and encouraging diversity, and building on people's different skills and talents to enhance the quality of their own work and the work of others
- Take responsibility for their decisions
- Maintain an appropriate level of confidentiality at all times



Information about the application process

To make sure that candidates have the skills and qualities required (as outlined in this document, particularly the person specification), the board nominations and remuneration committee will sift applications.

Candidates who meet the requirements will be put forward for election. Since we have 2 positions available this year, if we have 2 or fewer eligible candidates, they will be elected unopposed. Otherwise, members will be able to vote for their preferred candidates in a ballot in October.

The winners of the ballot will attend their first board meeting in December 2024.

How to apply

You will need to provide:

- A **comprehensive CV** (no more than 3 pages)
- A detailed **supporting statement** that fully addresses the criteria as set out in the person specification above, along with your motivation for applying
- Details of two referees who we would be able to contact at shortlist stage

Your application should be sent to governance@mind.org.uk

The closing date for applications is 11.59pm on Sunday 18 August 2024.