

## Board member at The Spinal Injuries Association

Thank you for your interest in joining the SIA Board of Trustees. We are a growing national charity with big ambitions, and this role – and your contribution – is a vital non-executive post in helping us achieve our ambitions.

### About Spinal Injuries Association

We are the UK's leading user-led charity supporting people who sustain damage to the spinal cord. We are a passionate organisation with a 45-year track record of meeting the needs of spinal cord injured people. We support people and their families and friends in the immediate aftermath of injury, during their rehabilitation and at any time afterwards.

Our **vision** is a fulfilled life for everyone affected by spinal cord injury.

Our **mission** is to support all those affected by spinal cord injury by advising, educating and campaigning on their behalf.

2020 has been a challenging year for everyone living with a spinal cord injury. We have redeployed our operational teams – Support Network Officers, SCI Nurse Specialists and Caseworkers – greatly expanded our Support Line and are now delivering many of our services in new and different ways. Our work has doubled as we have worked to ensure that no one with SCI is left to face Coronavirus alone.

### Our Trustee Board

Our Trustee Board is a crucial part of our organisation, and their leadership is more important than ever this year as we navigate these challenges. Our Board consists of 15 Trustees, nine of whom are directly elected by the Association's membership, and six who are independently appointed (co-opted) for their skills and/or experience. Our aim is to have a balanced Board membership which truly reflects our constituents, values, aims, ethos, and the wider community - after all, SCI can and does happen to anyone!

Our Trustee Board is the ultimate governance body for SIA, being responsible for our operations, finances and strategy. Our trustees provide strategic direction and ensure that we have appropriate financial and legal checks and balances in place. They also represent SIA externally, assisting in raising our profile and help to build relationships with key stakeholders.

### We are seeking two new Trustees to join our Board.

The successful candidates will be required to prepare for and attend quarterly meetings of the Trustee Board and the organisation's Annual General Meeting. Board members will be expected to join one of the Board's sub-committees as well, for which there will normally be four meetings a year.

The Board of Trustees has a range of statutory duties and other responsibilities as set out in the description below.

The role is voluntary and therefore unremunerated; however, all approved expenses incurred whilst on SIA business will be reimbursed. It is your skills and time that we need.

We are looking for innovative, collaborative, passionate and committed people to join our Board and we strongly encourage candidates from **all** backgrounds to apply.

We are aiming to prioritise people with lived experience of, or affected by, a spinal cord injury and firmly believe that the ability to demonstrate potential is equal to experience. Women and people from diverse backgrounds are currently under-represented on our Board and we therefore positively welcome applicants the breadth of the communities we support.

Specifically, we are looking to recruit Board members who can demonstrate experience/ skills/ knowledge around the following areas:

**1.A rights based campaigning background:**

- broader than SCI e.g. disability rights campaigning (national or international);
- understanding the strategy and tactics behind building movements/ public interest;
- experience in coalition building;
- Advocacy/policy change and politics-influence experience;
- Connections for influence.

**2.Network Building:**

- Creating coalitions;
- Creating 'hooks and ins' for organisations to join;
- Platform/ learning building.

**3.Digital engagement:**

- Technical side of building single digital space & back end CRMs;
- Creative side of creating front face/ user side platform for use by multiple organisations/ individuals;
- Any skills connecting into 1 and 2 above.

**4.Leadership/ change/ governance:**

- Modern governance for Not For Profits (NFPs) and Charities;
- Exec-level and Chair leadership experience of NFPs and/or Charities;
- Evidence of skills in growing charities/ NFP

As a co-opted Trustee, you will be appointed for a 1-year term initially, but this can be renewed if you continue to add value to the Board. All Board Trustees have equal representation and voting rights.

## Application Process

If you would like to apply for this challenging but rewarding role please send your CV along with a supporting statement telling us why you are applying to Bernie Murphy at [b.murphy@spinal.co.uk](mailto:b.murphy@spinal.co.uk) by midnight on **26<sup>th</sup> June 2020** If you would like to have an informal conversation before submitting your application, please contact Bernie via email who will be happy to facilitate this for you.

All applications will be reviewed against the role description and person specification by a small team of trustees by **1st July 2020**.

Everyone will be contacted by email or phone with regards to the success of their application at this stage and will have the opportunity to get feedback if they are not successful.

If you have been shortlisted, you will be invited to for a one-hour interview with two trustees and the CEO. Interviews will take place between the period **6th to 10<sup>th</sup> July 2020**. Please advise us in your application if you cannot be available during this period.

A decision will be made by **10<sup>th</sup> July** and if you are successful you will be asked to attend your first trustee meeting to be held on **18<sup>th</sup> July 2020**. All Board meetings ordinarily take place at our offices in Milton Keynes; however, they are currently being conducted via Microsoft Teams videoconferencing and we are increasingly looking to use technology to facilitate meetings and enable participation.

If you are interested in making a difference, we would love to hear from you!

[Meet two of our Trustees, Mark and Faisal, and hear more about their work](#)

## Board member – Summary Role Description

### Background

Spinal Injuries Association (SIA) has a Board consisting of 15 members, Trustees, nine of whom are directly elected by the membership, and up to six co-opted members who are appointed for their skills and/or experience. Our aim is to have a balanced Board membership which truly reflects the diversity of our community and the values of the Charity.

Directly elected Board members are appointed for a three-year term. Co-opted Board members are appointed for a year at a time. All Board members have equal representation and voting rights, as well as carrying out the role as outlined here.

Board members have a range of statutory duties and other responsibilities, as set out below. In carrying out their role, Board members should draw on their own specific skills, knowledge and experience where relevant.

### Statutory Duties

- To ensure that the SIA complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that SIA pursues its objects as defined in its governing documents
- To ensure SIA uses its resources exclusively in pursuance of its objects
- To contribute actively to the Board of Trustees role in giving strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of SIA
- To ensure the financial stability of SIA
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- To appoint the CEO and monitor his/her performance

## Other Aspects of the role

Trustees would normally also be expected:

- To attend four Board meetings per annum
- To attend the Annual General Meeting
- To serve on either a Board sub-committee or working group as is deemed appropriate for their skills/experience
- To support the organisation in other ways as agreed with the Chair of the Board (including representing the Charity at public events, giving advice / support to staff etc)

Spinal Injuries Association  
2 Trueman Place  
Oldbrook  
Milton Keynes MK6 2HH

Registered charity number: 1054097