



# Trustee application pack for **Mind in Haringey**

# Trustee recruitment pack

At Mind in Haringey our vision is clear: everyone in Haringey gets the mental health support they need. If you would like to help make that vision a reality, we have an exciting opportunity for you - to join our existing board of passionate, dedicated trustees responsible for leading Mind in Haringey. Our trustees support the work of the charity by setting strategic direction, making sure we're using our resources effectively and ensuring we're having the greatest possible impact on our community. By becoming a trustee, you'll have the chance to make a real difference, learn new skills and make new connections.

Please see below for more detail about what we're looking for and how to apply, and don't hesitate to be in touch with any questions.

## About us

Mind in Haringey is an independent charity organisation providing vital mental health services to our community in Haringey since 1989. Our mission is to support anyone in Haringey with a mental health issue by listening to them, championing their needs and helping them to live fulfilling lives.

Haringey is a melting pot of culture, history, and resilience. We are proud to work as part of a community that has displayed great strength in hardship both in the past and in more recent years.

We have a broad and exciting range of frontline services and projects running in a dynamic, evolving environment. We are constantly striving to develop and improve our services through listening to our community, those who use our services, peers, and our dedicated staff.

Our staff members are a diverse and passionate team, and we welcome experiences and perspectives from all backgrounds.

## Our values and strategic objectives

At Mind in Haringey we aim to live out the following values:

- **Passionate** – We are leaders and influencers fighting for mental health in Haringey.

- **Inclusive** – We are committed to equity and inclusion. We are anti-racist. [Read our Anti-racism Statement here.](#)
- **Responsive** – We listen with care and respect, seek feedback and continuously improve.
- **Collaborative** – We partner with others to maximise our impact
- **Sustainable** – We are here for the long term respecting our community and the environment.

Driven by our [refreshed strategy for 2025-2028](#) we are working together to achieve the following strategic objectives

1. Impact – Increase the impact our services have on the mental health of people living or working in Haringey
2. Influence – Increase our influence on local and London-wide mental health policy to enable mental health services in Haringey to meet the growing need
3. Sustainability – Work to ensure that our support for the people of Haringey is sustainable in an ever-changing landscape

## Our services

Mind in Haringey provides a diverse range of services which aim to meet the needs of our community, so that people have easy access to the support they need when they need it.

This page gives a detailed breakdown of the services we provide at Mind in Haringey:

<https://www.mindinharingey.org.uk/our-services/>

# About you

## Trustee Specification

### Introduction

Our trustees are the individuals who collectively make decisions on behalf of Mind in Haringey and oversee the general management of the charity. They ensure that Mind in Haringey has a clear purpose and direction, is financially solvent, well run and delivers its goals for the people we serve. Trustees are expected to undertake duties in a manner that reflects Mind in Haringey's values and ethos.

### Diversity

Diversity is critical for a board to be effective; enabling varied discussions, active debate and effective decision making. We welcome applications from people of all ages, ethnic, socio-economic, religious, professional and personal backgrounds. We particularly encourage applications from those with lived experience of mental health, from racialised communities, members of the LGBTQ+ community, and residents of Haringey who are passionate about changing things for the better in the borough.

We would like to hear from you whether or not you've ever been a trustee before. What matters most is the skills and commitment you can bring to the task, and your commitment to Mind in Haringey's values.

### The duties of Trustees are as follows:

- Ensuring that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations document, by developing and agreeing a long-term strategy.
- Exercising a duty of care to ensure that the charity is well run and efficient, including having appropriate policies and procedures in place and effective risk management processes.
- Ensuring the appropriate and effective use of Mind in Haringey's charitable funds and assets in pursuit of its strategic objectives, and ensuring the financial sustainability of the organisation.
- Ensuring that the organisation defines its goals and evaluates performance against agreed targets.

- Safeguarding the good name and values of the organisation.
- Ensuring that the views of people with lived experience of mental health issues informs all aspects of Mind in Haringey's work and relationships.
- Ensuring that the business of the Board is clearly recorded and that reporting procedures are in place, recorded and complied with.
- Ensuring that Mind in Haringey has an appropriate governance structure in place (including sub-committees) in relation to its objectives, size and stakeholders to enable trustees to fulfil their responsibilities.
- Ensuring that Mind in Haringey is accountable to its members, funders and stakeholders.

In addition to the above statutory duties, each trustee will use their individual skills, knowledge or experience to help problem solve and reach sound collective decisions. This may involve asking questions, scrutinising board papers, leading discussions, focusing on key issues, and providing advice and guidance on new initiatives or other issues in which the trustee has special expertise.

## **Expectations**

The trustee role is voluntary with expenses reimbursed. Time commitment will vary but it is expected that trustees will commit to several hours of genuine input per month, it is expected that trustees will be available for a mix of in person and remote duties. The Board at Mind in Haringey meets on a quarterly basis, generally in person unless otherwise agreed. Board members also support the work of Mind in Haringey through membership of sub committees.

Our trustees are expected to:

- Act in good faith with due care and diligence for the best interests of Mind in Haringey and working within our vision, mission and values.
- Ensure equality of opportunity is promoted and sustained through all aspects of Mind in Haringey's work and relationships.
- Actively stand against racism and ensure we are creating a workplace and community that is safe, inclusive and respectful for all.
- Engage with the wider work of Mind in Haringey and the Mind Network.
- Undertake training and induction activities which are offered to all trustees.
- Attend and actively participate in board meetings, contributing own opinions and ensuring that papers are read in preparation for meetings.

- Respect the confidentiality of matters discussed at Board and any other meetings set up by the Board.
- Represent the Board if necessary, on internal disciplinary and complaint panels or other panels, and on external bodies by agreement.
- Be aware of and accept the responsibilities of a charitable Trustee and Director of a charitable company, to act properly at all times and declare any conflict of interests or perceived conflict of interests which may have a bearing on their role as a trustee.

Trustees should be eligible to become Trustees and company Directors in line with the law and Mind in Haringey's Governing Document.

## Person specification

All trustees need to demonstrate the following competencies to become a member of the board:

- A commitment to Mind in Haringey's vision, mission and values.
- Knowledge and/or interest in mental health issues.
- A willingness to devote the necessary time and effort.
- Strategic vision.
- Good, independent judgement.
- An ability to analyse information and think creatively.
- A willingness to speak their mind.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- An ability to work effectively as a member of a team and to seek constructive debate and dialogue over confrontation
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

As well as looking to expand our overall number of trustees, we are also specifically looking for someone to take on our secretary role.

The Secretary role is a vital role for the board of Trustees with a number of specific responsibilities. You can find more information about this on [this link](#).

For the other roles, we welcome a broad range of skills and experience, particularly but not limited to any of the following areas:

- Charity fundraising
- Charity sector or voluntary sector governance
- Marketing and social media communications
- Use of digital and data to support organisational operations and objectives
- Frontline clinical/professional experience with relevance to mental health
- Experience of local community engagement within Haringey whether in the business, public or voluntary sector
- Senior leadership experience in a medium-large charity (ie at least as big as Mind in Haringey)
- Lived experience of mental health

**If you would like further information or would like to discuss the opportunity in more detail with existing board members please contact Tom McCabe (Chair of the Board of Trustees, [tom.mccabe@mih.org.uk](mailto:tom.mccabe@mih.org.uk)) or Caroline Hockridge (Chair of the People and Culture Committee, [caroline.hockridge@mih.org.uk](mailto:caroline.hockridge@mih.org.uk)).**

## How to apply

To express interest in becoming a trustee, please send the following to Conall Ó Broináin ([admin@mih.org.uk](mailto:admin@mih.org.uk)):

1. Your up to date CV
2. A short expression of interest stating why you are interested in the role and what skills and attributes you aim to bring. Please send a written statement (no longer than a page), or if you would prefer a short video statement via [wetransfer](#) (no longer than 3 minutes).
3. We would be grateful if you can also complete and return this [diversity form](#) along with your application. (This information will be kept anonymously. It is not used as part of the selection process, but it helps us to understand whether we represent all parts of our community equally.)

Potential candidates should then expect to be contacted by a trustee for an informal conversation about the role, followed by a more formal interview with a panel of current trustees. Interviews are expected to be virtual.

Candidates successful at interview will then have the opportunity for a conversation with the Chief Executive and someone from the management team, to find out more about the charity before final decisions are made.

We commit to considering any requests for reasonable adjustments that we can implement in our recruitment to make the process more accessible. Please contact us directly with a request and we will consider if the changes are feasible now or in the future.

**The deadline for this round of applications is 31/1/25.** We will consider applications on an ongoing basis beyond that date but we recommend submitting applications as soon as possible.

Successful applicants will be expected to undergo an Enhanced level Disclosure and Barring Service check, as well as company director and charity trustee disqualification checks.