



Recruitment for the Chair of the Board of Trustees

Women and Children First is looking for a new Chair to provide direction and vision through the next exciting phase of development and expansion encompassed its new Strategic Plan 2022-2024, which was launched in March 2022. After six years as Chair of the Board of Trustees, the current Chair, Carol Bradford, as per tenure rules, is stepping down this summer.

WOMEN AND CHILDREN FIRST (UK)

Too often women, children and young people face problems that kill them, harm them or hold them back. We believe local communities have the answers, but too often they are told what to do, treated as the problem or ignored.

Not by us.

Women and Children First was established in 2001 to enable communities to take local action to address the global health challenges facing them.



We collaborate with local partners to build, test and support scale-up of simple innovations that empower communities to take action on the health challenges facing women, children and young people.

We have taken our flagship innovation – the Participatory Learning and Action for Maternal and Newborn Health group approach (PLA-MNH) – from conception, through rigorous evaluation, to a WHO global recommendation – reaching over 12 million people. At scale PLA-MNH groups could save the lives of 350,000 mothers and babies every year.

We are also currently testing new models of PLA and incubating two further early stage innovations – Re-cal-I and Play++, which at scale could contribute to saving the lives of over 2.5 million more women, children and young people per year and enable millions more to thrive.

Currently Women and Children First is supporting projects in Sub Saharan Africa (in Ethiopia, Ghana, Kenya, Malawi and Tanzania) and the South Asia (in Bangladesh). Women and Children First also has active partnerships in India, Sierra Leone and Uganda.

Funding for Women and Children First's work has come from a range of sources including institutional donors, charitable trusts and foundations, corporate supporters and individual donors.

STRATEGY 2022-2024

Women and Children First has a vital role to play in global efforts supporting women, children and young people to survive and thrive.

As guardians of the PLA approach we must take the lead in leveraging its enormous potential to benefit those most in need. To achieve this, over the next three years we will focus on positioning PLA for scale-up by establishing and strengthening the pre-conditions for scale-up of the approach in Ethiopia, Malawi and Tanzania and transferring capacity to local partners to take the lead.

Alongside this, over the next three years we will rigorously test Re-cal-I and Play++, our exciting new innovations, to see if they have the potential to be the next PLA – effective, sustainable and scalable approaches to support women, children and young people.

Our next strategy from 2025 will use this groundwork as a springboard to drive these approaches to scale-up and reach those most in need. So, over the next three years we need to prepare by developing the team, transforming the organisation and securing the resources to take the leap.

Our new Chair will be instrumental in providing direction and vision across these strategic periods.

THE BOARD AND ITS COMMITTEES

Women and Children First is registered as both a Charity and a Company. The Company Directors are the Trustees of the charity. There are currently nine Trustees.

The Board of Trustees meets four times during the year and has a Finance Committee, a Fundraising Advisory Group and a Programme and Development Advisory Group, each of which meet prior to each Board meeting. There is an annual Away Day for both staff and Trustees.

OUR COMMITMENT TO DIVERSITY AND INCLUSION

Women and Children First recognises diversity and inclusion are a source of strength in achieving our mission. We therefore welcome everyone, trusting what makes us different brings creativity, styles and experiences to help us collectively do our best work. That's regardless of your gender, age, disability, religion, sexual orientation, and cultural identity. We especially welcome those from under-represented groups in the NGO sector.

ENQUIRIES AND FURTHER INFORMATION

For further information on Women and Children First's work please see the website (www.womenandchildrenfirst.org.uk) or contact the Chief Executive, Mikey Rosato (m.rosato@womenandchildrenfirst.org.uk). Carol Bradford can be available for discussion by arrangement.

APPLICATIONS

If you fulfil the person specification and are interested in applying, please email your CV with a one-page covering letter highlighting your suitability for the role to Beth Silver (Deputy Chief Executive) (e.silver@womenandchildrenfirst.org.uk).

The deadline is Sunday 21 August 2022.

SELECTION PROCESS

Short listed candidates will be notified by Friday 26 August 2022 and invited to an interview in early September 2022 with a panel including three Trustees and the Chief Executive.



Chair of the Board of Trustees

Role Description

Remuneration:	The role of Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed.
Time commitment:	Four Board meetings and one Away Day per year. The Chair is also expected to have regular meetings with the Chief Executive and represent the Charity at various events and meetings with key stakeholders.
Reporting to:	Board of Trustees

Objective

The Chair will hold the Board and Chief Executive to account for the Charity's mission and vision, providing inclusive leadership to the Board of Trustees, ensuring that each trustee fulfils their duties and responsibilities for the effective governance of the charity. The Chair will also support, and, where appropriate, challenge the Chief Executive and ensure that the Board functions as a unit and works closely with the entire Executive of the charity to achieve agreed objectives. He or she will act as an ambassador and the public face of the charity in partnership with the Chief Executive.

Principal responsibilities

Strategic leadership

- Provide leadership to the charity and its Board, ensuring that the Charity achieves maximum impact for its beneficiaries
- Ensure that Trustees fulfil their duties and responsibilities for the effective governance of the Charity
- Ensure that the Board operates within its charitable objectives, and provides a clear strategic direction for the Charity
- Ensure that the Board is able to regularly review major risks and associated opportunities, and satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks
- Ensure that the Board fulfils its duties to ensure sound financial health of the charity, with systems in place to ensure financial accountability

Governance

- Ensure that the governance arrangements are working in the most effective way for the Charity
- Develop the knowledge and capability of the Board of Trustees
- Encourage positive change where appropriate
- Address and resolve any conflicts within the Board
- Appraise the performance of the Trustees and the Board on an annual basis

- Ensure that the Board of Trustees is regularly refreshed and incorporates the right balance of skills, knowledge and experience needed to govern and lead the charity effectively
- Work within any agreed policies adopted by the charity

External Relations

- Act as an ambassador for the cause and the charity
- Act as a spokesperson for the organisation when appropriate
- Represent the charity at external functions, meetings and events
- Address any potential conflict with external stakeholders

Efficiency and effectiveness

- Chair meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process
- Ensure that Trustees are fully engaged and that decisions are taken in the best, long-term interests of the Charity and that the Board takes collective ownership
- Foster, maintain and ensure that constructive relationships exist with and between the Trustees
- Work closely with the Chief Executive to give direction to Board policy-making and to ensure that meetings are well planned, meaningful and reflect the responsibilities of trustees
- Monitor whether decisions taken at meetings are implemented.

Relationship with the Chief Executive and the wider management team

- Establish and build a strong, effective and a constructive working relationship with the Chief Executive, ensuring s/he is held to account for achieving agreed strategic objectives
- Support the Chief Executive, whilst respecting the boundaries which exist between the two roles
- Ensure regular contact with the Chief Executive and develop and maintain an open and supportive relationship within which each can speak openly about concerns, worries and challenges
- Liaise with the Chief Executive to maintain an overview of the Charity's affairs, providing support as necessary
- Conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees
- Ensure that the Chief Executive has the opportunity for professional development and has appropriate external professional support

Additional information

The Vice-Chair acts for the Chair when the Chair is not available.

In addition to chairing the main Board meetings, the Chair has the right to attend the three sub-committees.

The above list is indicative only and not exhaustive. The Chair will be expected to perform all such additional duties as are reasonably commensurate with the role.

PERSON SPECIFICATION

In addition to the qualities required of a Trustee of the charity, the Chair must also meet the majority, if not all, of the following requirements:-

Personal Qualities

- Demonstrate a strong and visible passion and commitment to the charity, its strategic objectives and cause
- Personal gravitas to lead a significant organisation
- Exhibit strong inter-personal and relationship building abilities and be comfortable in an ambassadorial role
- Demonstrate tact and diplomacy, with the ability to listen and engage effectively
- Strong networking capabilities that can be utilised for the benefit of the charity
- Ability to foster and promote a collaborative team environment
- Ability to commit time to conduct the role well, including travel and attending events out of office hours
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Experience

- Experience of operating at a senior strategic leadership level within an organisation
- Successful track record of achievement through their career
- Experience of charity governance and working with or as part of a Board of Trustees
- Experience of external representation, delivering presentations and managing stakeholders
- Significant experience of chairing meetings and events

Knowledge and skills

- Broad knowledge and understanding of the international development / reproductive, maternal and child health sector and current issues affecting it
- Strong leadership skills, ability to motivate staff and volunteers and bring people together
- Financial management expertise and a broad understanding of charity finance issues
- Good understanding of charity governance issues

Terms

Each trustee, including the Chair, signs up for a three-year term, renewable for one second term to total six years.