



TRUSTEE ROLE DESCRIPTION

Introduction

Carers Worldwide is the only charity exclusively highlighting and tackling the issues facing unpaid family carers in the global South. This vulnerable and hidden group, caring for family members who are disabled, sick or elderly, are at high risk of social stigma, isolation, ill health and poverty. Carers Worldwide promotes their inclusion and gives them a voice. We do this by partnering with local NGOs to facilitate carer-specific services: access to support groups, respite, healthcare and counselling, along with support for livelihood activities that can co-exist with caring. To promote long term change, we promote the work of carers associations and partner with governments, as well as national and international NGOs, to bring about changes in policy and practice for carers. For more information about our work, visit our website www.carersworldwide.org

Established in 2012, we have transformed directly the lives of 73,000 carers and family members through our partnerships with local organisations in the countries where we work. In addition, legislative changes implemented as the result of our advocacy work are improving the lives of hundreds of thousands of carers.

We are now embarking on the next exciting stage of the Carers Worldwide journey as we seek to amplify our reach and diversify our ways of working in order to reach an ambitious target of impacting the lives of 10 million carers by 2030 through a combination of policy change and direct work.

Our current Chair is Chris Underhill MBE. He came into the post as the organisation was established and so has worked as Founding Chair alongside Anil Patil, the founder of the organisation. In recent years the Board has been substantially reinforced, the organisation has grown, and the programme has been well established in India, Bangladesh and Nepal. A sister organisation, Carers Worldwide India, has been established.

A new 10-year vision for the organisation envisions the continuation of a significant programme working with carers and partner organisations in the three countries and beyond. The plan also outlines ambitious plans for expansion of our successful and sought after consulting skills with a variety of customers, many of whom are from the corporate sector as well as not-for-profit and government.

Expanding our Trustee Board

Our Trustees play an active role in guiding the organisation's strategy. Committed and enthusiastic, a number of them have been with us since the organisation's early days. Our Founding Chair is coming to the end of his tenure in July 2021. In addition to appointing a new Chair, we are currently

seeking to strengthen and expand the Board. To this end, we are looking for at least two new Trustees motivated to affect change through both charitable and business working, as we begin to apply the lessons from our implementation of the Carers Worldwide model to providing training and consultancy services. We particularly welcome applicants who bring one or more of the following:

- A commercial mindset and an understanding of the opportunities for the development of social enterprise and trading.
- Skills and experience in training and consultancy services.
- Understanding of the social investment market to support access to capital and the management of investment for the new enterprise.
- Commercial leadership.
- Experience growing enterprises to achieve scale.
- Expertise in digital marketing and innovation.

Applicants with other relevant areas of expertise would also be welcome to apply if the work that we do resonates, and you are excited at the opportunity to effect long lasting change at scale.

Role Purpose: To further the organisation, keeping within its charitable objectives.

Main Tasks

1. To take part in formulating and regularly reviewing the strategic aims of the organisation.
2. With other Trustees to ensure that the policy and practices of the organisation are in keeping with its charitable objects.
3. With other Trustees to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice.

Main Duties 1. Formulating strategic aims

- Consider the organisation as a whole and its beneficiaries, whether as a member of the Trustees or any of its committees, sub-committees, groups etc.
- Reflect the organisation's vision and principles, strategy and major policies at all times.
- Contribute specific skills, interests and contacts and support the organisation in fundraising activities.

2. Ensuring policies and practices are in keeping with aims

- Follow the organisation's Code of Conduct at all times, particularly when exercising the functions of the Trustees, or any of its committees, sub-committees, groups.
- Ensure the highest standards of safeguarding policy and practice to keep safe from harm everyone who is associated with and comes into contact with Carers Worldwide.
- Reflect the Trustees' policies and concerns on all its committees, sub-committees, groups.

3. Ensuring best practice

- Be an active member of the trustee body in exercising its responsibilities and functions.
- Maintain good relations with the senior management team, employees and other Trustees.
- Take part in training sessions provided for the benefit of the Trustees.

- Fulfil such other duties and assignments as may be required from time to time by the trustee body.

Person Specification

- A commercial mindset and an understanding of the opportunities for the development of social enterprise and trading.
- Skills and experience in training and consultancy services.
- Understanding of the social investment market to support access to capital and the management of investment for the new enterprise.
- Commercial leadership.
- Experience growing enterprises to achieve scale.
- Expertise in digital marketing and innovation.

Essential attributes:

- Commitment to the vision, aims and ethos of Carers worldwide.
- Willingness to devote the necessary time and effort to Trusteeship on a voluntary basis.
- Strategic vision.
- Good, independent judgment.
- Ability to think creatively.
- Ability to communicate persuasively and a willingness to speak their mind.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship.
- Ability to listen, to work effectively as a member of a team and able to take ownership of collective decisions.
- Leadership skills.
- Financial literacy.
- Experience of committee work.
- A commitment to openness and transparency.
- An understanding and commitment to safeguarding principles and practice to keep safe from harm everyone who comes into contact with Carers Worldwide.
- Understanding and commitment to equity, diversity and inclusion with the ability to bring diverse perspectives to the Board.
- Energy, enthusiasm, flexibility and a desire to learn.

Desirable attributes:

- Knowledge of the voluntary and/or public sector, in particular Health, Social Care and/or Education
- Familiarity with international development

Terms of Appointment

- This is a voluntary role, though expenses will be paid.
- Appointments are made for a three-year term, with reappointment possible for a further term.

- Willingness to travel to face-to-face meetings in London, when possible.
- Time commitment is up to 10 days per year. This includes three morning Board meetings (currently being conducted via Zoom but typically in central London), an annual one day 'away day' plus practical working meetings with the senior management team on specific projects and developments.
- Visits to our programmes in South Asia are welcomed and will be facilitated but cannot currently be funded.

Our Commitment to Safeguarding

Carers Worldwide is committed to safeguarding people within our programmes, staff, volunteers and others associated with our work from exploitation and abuse. We have specific policies on this commitment, including safeguarding and whistleblowing, and a code of conduct. These policies outline the expected behaviour and the responsibilities of all staff, volunteers and other organisational representatives.

Our Trustees are expected to sign our safeguarding policy and our code of conduct and agree to comply with our procedures. DBS checks/police vetting will be carried out.

Application process

Carers Worldwide values diversity and inclusion. We welcome applications from people of all different backgrounds and particularly welcome candidates with lived experience of caring.

Applications are welcome by CV and a covering letter setting out your motivation for becoming a Trustee and how your skills would support Carers Worldwide. Please send to ruth.patil@carersworldwide.org

For more information and/or an informal discussion, please contact:

Anil Patil (Founder and Executive Director) at anil.patil@carersworldwide.org or 07745 608438

We are seeking to appoint up to three new Trustees by the end of February 2021. We will be accepting applications on a rolling basis from now onwards and welcome early applications.