



**Make a
difference**



**Join our
board**



We are looking for a passionate, skilled and influential person to join our Trustee Board.

Are you:

- **Passionate** about social inclusion and giving people opportunities to fulfil their potential?
- Someone with **proven skills and knowledge** that could help drive our strategy?
- A person with **strong vision, independent judgement** and a **creative mind-set**?



Could you:

- Give your **time**, on a limited but regular basis, to enable good governance?
- Bring significant **experience** – either from your professional life or lived experience – that would add value to the collective mind of the Board?
- Help us achieve a **balance** of effectiveness, efficiency and economy in the delivery of our 'social good'?



If you've answered **'yes'** then joining our Board could be the right next step for you.



We don't just accept difference – we **celebrate** it, we **support** it, and we **thrive** on it.

We would also especially like to hear from people with skills in **communication or marketing** as this is a current skills gap within our team of trustees.



Salford Foundation has been in existence (originally as Salford Compact) since late 1988. The objects of the charity are set out in our governing document (the Memorandum of Association):

- To act as a resource for young people up to the age of 5-25 living in Salford, Greater Manchester and the North West by providing advice and assistance and organising programmes of physical, educational and other activities; and,
- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society in Salford, Greater Manchester and the North West

Our mission statement captures our objects and purpose in 'shorthand':

- To create opportunities that help people fulfil their potential.

Everything we do is driven and guided by our core values:



Welcoming

Our doors are open to anyone who wishes to contribute to or use the service. Whatever your issue or situation, we welcome you and want you to feel at home.



Leading by Example

We aim to change the lives of young people and adults by inspiring and empowering them to succeed with confidence, through good leadership.



Working Together

We believe that real results come from people working collaboratively and creating solutions together... and by having some fun while we do it.



Professional & Responsible

We aspire to be the very best we can be. We provide a consistent experience, operating quality systems and standards.



Proud & Passionate

We are hugely passionate about our Foundation, and want to do great work that we all feel immensely proud of.



Proactive & Dynamic

We are solution-focused and use creativity and proactivity to constantly find better ways of working.



Projects and Services

Our work is divided into four service delivery areas:



Aspirations and Opportunities

Projects that promote young people's personal, social and vocational development. This includes educational progression, careers education, aspirations and work readiness. It also includes "life-readiness" and the broader set of skills for life you don't always learn at school.

Targeted Youth Support.

We provide intensive mentoring and support to young people facing significant additional challenges caused through issues such as exclusion, violence, exploitation and family conflict.



Women's and Survivors Services

Projects which help women experiencing complex and multiple challenges to progress and change. This includes work with female offenders and survivors of domestic abuse.

Targeted Adult Support

We provide intensive support to adults facing substantial barriers to their full participation in society due to issues such as worklessness, poverty and health challenges.



Up-to-date details of our current work and projects can be found on our website:

www.salfordfoundation.org.uk



Good Governance

Salford Foundation is a company limited by guarantee (02472369) and also a registered charity (1002482). Board members become both directors of the company and trustees of the charity.

The Board elects office-bearers as it sees fit. Currently, this is a chairperson; a vice-chair; chair of the Audit and Risk Sub-Committee; and chair of the HR & Remuneration Sub-Group. The CEO acts as Company Secretary. Ordinarily, Board meets five times each year in the early evening.

Our governing document is the Memorandum of Association (amended 2018).

We are required to have 9 directors. There is no maximum number, though we tend to appoint a full board of around 12 directors.

Board meetings are quorate when one quarter of members are present. Board members retire after 3 years, upon rotation. There are no stipulations about reappointment of retiring directors.

To further protect and safeguard trustees, we have Management Liability Insurance (£5m) and Professional Indemnity Insurance cover of £5m. This is in addition to our Public Liability Insurance (£10m) and Employer's Liability Insurance (£10m). In the very worst case scenario, were the Foundation to be wound-up with liabilities still owing, if trustees had acted in good faith and with due diligence, their individual liability would be £1 each.



We worked with

12,789

people across **29** projects

"We just can't believe we have received all this help and for free. My wife is over the moon with her new income from Carers Allowance, it makes her feel more independent. The improvements are already helping us to manage our energy usage better."



"I feel empowered by sharing my experiences. I have embraced who I am, and I am a stronger person."





Role Description

The role of a trustee is to:

- Ensure that Salford Foundation pursues its stated objects (purposes), as defined in our governing document, by developing and agreeing a long-term strategy
- Ensure that Salford Foundation complies with our governing document (the memorandum and articles of association), charity law, company law and any other relevant legislation or regulations
- Ensure that Salford Foundation applies its resources exclusively in pursuance of its charitable objects (ie the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensure that Salford Foundation defines its goals and evaluates performance against agreed targets
- Safeguard the good name and values of Salford Foundation
- Ensure the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- Ensure the financial stability of the organisation
- Protect and manage the property of the charity and ensuring the proper investment of the charity's funds
- Follow proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the Chief Executive

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Person specification

- A commitment to Salford Foundation's mission and values
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak your 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
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.



What are the responsibilities of a trustee?

The Charity Commission outlines 6 main duties of charity trustees in its publication, 'The Essential Trustee:'

1

Ensure your charity is carrying out its purpose for the public benefit.

Know what your charity can and can't do within its purposes; how your charity is fulfilling its purposes and benefiting the public; what difference your charity is really making.

2

Comply with your charity's governing document and the law.

Ensure the charity is up to date with filing accounts, returns and changes to your charity registration and that you are aware of other laws that apply to your charity.

3

Act in your charity's best interests.

Make balanced, informed decisions in the best interests of the charity. Recognise and deal with conflicts of interest. Be prepared to question and challenge and to accept majority decisions. Trustees should not preserve the charity for its own sake, nor serve personal interests.

4

Manage your charity's resources responsibly.

Manage risks, protect assets (including reputation) and people. Acquire the resources your charity needs. Have and follow appropriate controls and procedures. Deal with land and buildings. Enact your responsibility for, and to, staff and volunteers.

5

Act with reasonable care and skill.

Use your skills and experience for the benefit of the charity. Decide when you need external advice. Be prepared in case something goes wrong.

6

Ensure your charity is accountable.

Meet your legal accounting and reporting requirements. Demonstrate that your charity complies with the law and is effective. Be accountable to stakeholders and others with an interest in the charity. Ensure that staff and volunteers are accountable to the board. Welcome accountability as an opportunity not a burden.



Next Steps

To arrange an informal conversation with the Chief Executive, Phil East about the volunteer role of a trustee, the current Board and our opportunities and challenges, please email the PA to the Chief Executive:

joy.newton@salfordfoundation.org.uk

Nominations to become a trustee will be considered by the full Board. Shortlisted candidates will be asked to provide an up to date CV highlighting their suitability for the role. The closing date for expressions of interest is Wednesday **15th May 2024 5pm.**



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Salford Foundation

