

Trustee Pack

Are you passionate about Hospice Care? Could you be one of our new volunteer trustees? Whether you are an experienced trustee, or this could be your first trustee role - we would love to hear from you. We are looking for three new trustees to join our board who share our vision.

Keech Hospice Care provides specialist palliative care for adults and children with life-limiting illnesses at our two sites in Luton and Bedford. However, most of our care is given in the community. Our mission is to provide the best quality of life for our patients and their loved ones as they prepare for a dignified death, by making the difference when it matters the most.

Our multi-professional approach involves medical, nursing, social, spiritual and emotional care and is provided 24 hours a day, 365 days a year. Access to our services is available to all, free from discrimination on such grounds as disability, political view or other opinion, race, religion, gender or sexual orientation, wealth or otherwise and marital status.

We spend £8m a year on our care services, employ over 300 staff members and work with over 1,400 volunteers to provide services to the communities we serve.

We are particularly looking for people who are passionate about making a difference to their community and have skills and experience in one or more of the following:

- **Digital Innovation Skills**
- **Sustainability Skills**
- **Fundraising Management Skills**
- **Retail Management Skills**
- **Experience in the Clinical Sector**

You do not need prior experience as a charity trustee. Everyone who feels they have skills and time to offer is very welcome to apply.

Simon, our chair of the Board, says: *“Don’t meet every requirement? Studies have shown that women and people from underrepresented communities are less likely to apply to a job unless they meet every single qualification. If you’re excited about this role but your past experience doesn’t align perfectly with every qualification, I encourage you to reach out anyway”.*

Our trustees have a key leadership role at the Trust, setting the direction of the organisation and helping us achieve our aims. Becoming a trustee means taking on



a voluntary role, using your skills to support and guide the charity to achieve our agreed vision and goals.

Trustees are required to review annual performance against agreed medium term plans and the impact on the overall strategy. This will include attendance at Board meetings and other meetings as necessary.

The role can be demanding at times but deeply rewarding and you will be part of a friendly, energetic team. As a new trustee you will receive support through trustee induction meetings, training and peer to peer mentoring to help you in your role. Reasonable travel expenses arising from trustee duties can be covered.

This is a non-paid role, and all trustees are asked to give approximately four full days a year for meetings, and some time for preparation, events and subgroup meetings.

We are particularly keen to appoint younger individuals 18+, from Black, Asian or other minority ethnic backgrounds, or who are living with a disability, as these groups are under-represented in our current board. We know that greater diversity on the Board helps us to make better decisions, and to better represent the diversity of our membership and the communities where we provide our services.

In addition to recruiting Trustees, we are also recruiting volunteers to join us as Independent Members of our internal Audit and Risk Committee. This Committee meets four times a year and is a sub-committee of the Board. Membership is comprised of Trustees and Independent Members.

The Committee is established as an assurance committee, to support it in ensuring continual improvement in the quality and efficiency of its services and their management. By seeking to identify opportunities for improvement, ensuring risk management, internal control and governance arrangements across the charity's clinical and support activities and that funds are used efficiently and effectively.

