



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 would be your first trustee role - we would love to hear from you. We are looking for four new trustees to join our board who share our vision.

Keech Hospice provides specialist palliative and end-of-life care for adults across Bedfordshire and children across Bedfordshire, Hertfordshire and Milton Keynes. At Keech Hospice our mission is to lead the way in providing excellent care, supporting children and adults with life-limiting conditions and those affected by death and dying, helping them to live well and make every day count.

We provide a programme of care and support, that has each person at the centre, enabling them to live well with their life-limiting condition. This support extends to their loved ones and is free to all who need it.

Our approach is non-judgmental and non-discriminatory, ensuring equal access for all. We will work with our communities to develop resilience at end of life and beyond.

We aim to use our expertise to benefit the community we serve. We provide training to health and social care professionals. We work in partnership to spearhead research and innovation within our specialist field.

We spend over £9m a year on our care services, employ over 300 staff members and work with over 1,500 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**
- **Legal skills**
- **Fundraising management skills**
- **Medical or clinical experience**

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.

Find volunteering opportunities [here](#).