



**Chair of Trustees**

**Candidate Pack**

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# CHAIR LETTER

Thank you for expressing an interest in this role, which has arisen because I am stepping down at the end of my 3-year term of office, which ends in the Autumn.

KidsAid is a medium sized Charity and growing. Despite the economic climate, we succeeded in increasing income by almost 20% in the previous financial year, and continue to attract financial new supporters.

We have ambitions to expand our services regionally, and to develop a trauma training school, in response to unmet demand for our services.

We have strengthened and professionalised our governance, and I am proud of our progress in developing a culture of openness and collaboration.

The role of Chair is never an easy one, but there will be support from an excellent and engaged board, CEO, staff, volunteers, and supporters. There are many opportunities to be grasped, as well as challenges to be faced, but KidsAid is well placed to respond.

I hope you apply for the role. Good Luck!

# ABOUT US

KidsAid is an award-winning charity based in Northampton, supporting children across the county and expanding into surrounding areas.

**Our Vision:** A world where every child affected by trauma has access to the time, resources, and care they need to thrive.

**Our Mission:** We provide tailored, evidence-based therapies that create lasting, positive change for children, young people, and families facing mental health challenges and adverse life experiences.

## Our Values

**Commitment:** We are dedicated to our mission to create lasting, positive change.

**Accountability:** We act with integrity and take responsibility for our actions.

**Respect:** We nurture an inclusive environment where every individual is valued.

**Empathy:** We promote kindness, compassion, and understanding.

## Our Approach

KidsAid delivers evidence-based psychotherapies designed to support children and young people of all ages.

Whether dealing with illness, loss, childhood abuse, neglect, domestic abuse, family breakdown, bullying, or a single distressing event, trauma is often at the core of the mental health challenges faced by those we serve.

We provide support guided by three key principles:

**Child-Led:** We empower children and young people to take the lead in their sessions, utilising creative expression to explore and understand their emotions.

**Bespoke:** We focus on building trust with each individual before addressing challenging emotions. Our tailored approach typically supports young people for an average of 6–18 months.

**Empowering:** We acknowledge the vital role of parents and caregivers in the mental health journey of a child. Our services include parent counselling, psychoeducation, and support sessions.

## **Our Impact**

Since our small beginnings 18 years ago, we have built a strong reputation for delivering meaningful and lasting outcomes for the children we support.

### **In 2024-25, we:**

- Provided therapeutic support to 495 families.
- Delivered 4,434 hours of therapy.
- Expanded into Peterborough, increasing our reach by 40%.

Our rapid growth has strengthened our financial position, but further investment is essential to expand our team, enhance governance, and refine systems and procedures to sustain our progress.

# Our Board and Staff Team



It is the aim of the Charity to foster an open and collaborative approach between the staff group, trustees, wider therapeutic team, and volunteers where we can actively contribute to the long term strategic future of the organisation together.



**Tony: Chair.**



**Becca: CEO.**



**As we continue to grow, we remain committed to:**

**Preserving Our Culture:** Fostering collaboration, open communication, recognition and reward.

**Strengthening Governance and Leadership:** Enhancing governance structures, leadership development, and succession planning.

**Delivering Exceptional Services:** Providing high-quality therapy interventions for those who need them most.



# OUR STRUCTURE

KidsAid is governed by a board of five members, including our Chair.

The board is further supported by four subcommittees: Service Growth, Finance, Communications, and Quality & Accreditation.

In addition to their collective governance responsibilities, board members also take on specific leadership roles, including:

- Chair – Vacancy
- Quality Services Trustee and Vice Chair
- Finance Trustee
- Service Growth Trustee
- Media & PR Trustee

The current Chair, trustees, and CEO have fostered a strong, collaborative working relationship, which is essential for our continued success. The incoming Chair will be expected to contribute to building and maintaining relationships founded on collaboration and trust.

## **Terms of Reference for the Board**

The Trustee board of KidsAid is responsible for ensuring:

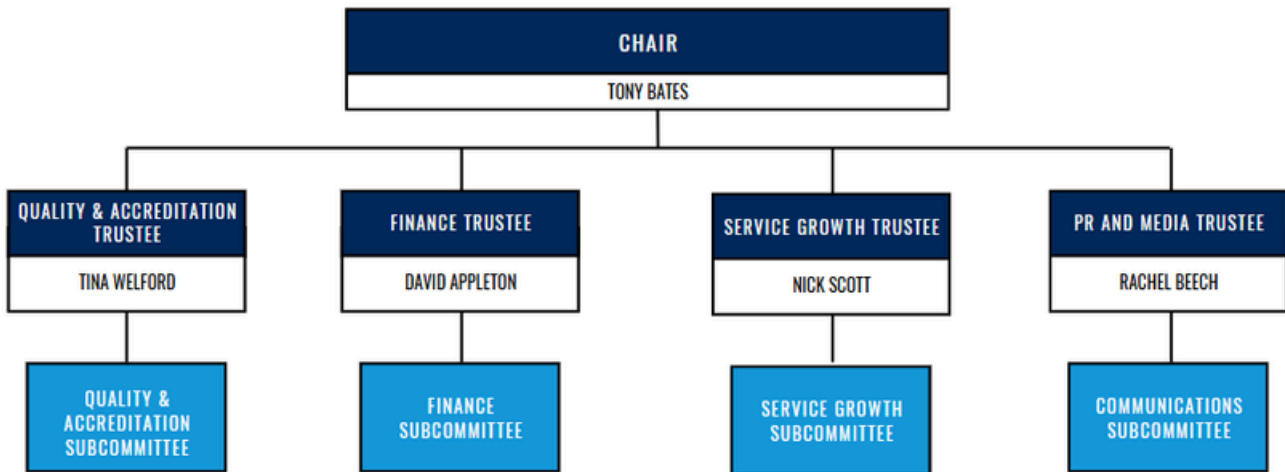
- A duty of compliance with the charity's objects, its governing documents and all relevant legislation and regulation.
- A duty of care, to ensure that the charity is well run and efficient and that professional advice is sought in order to manage risk.
- A duty of prudence in respect of managing the charity's assets.

### **The overall responsibility of the trustee board is:**

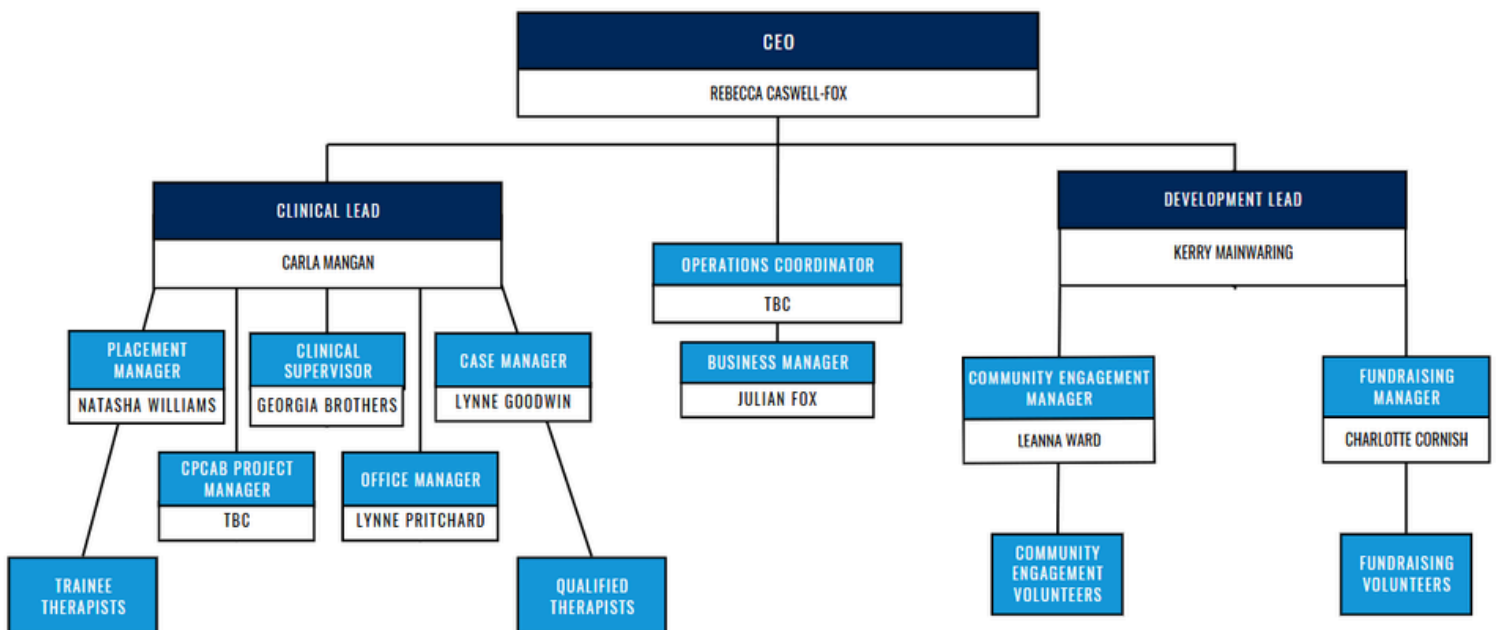
To provide direction and oversight for KidsAid for the benefit of current and future users, by:

- a. Setting the charity's vision, mission, values and strategy.
- b. Monitoring and communicating performance against the strategy.
- c. Acting as the guardians of the charity's assets, taking all care over their security, deployment and proper application.
- d. Ensuring that the charity complies with all constitutional, legal and regulatory requirements.
- e. Ensuring that the charity's governance is of the highest possible standard, using the Governance Code as a guide.

# Our Board Structure



# Our Staff Structure



# Our Therapist Team



# Our Staff Team



# ROLE DESCRIPTION

The newly appointed Chair will lead the Board in overseeing the three-year strategy, working closely with the CEO. Their leadership will be pivotal in promoting a culture of excellence, continuous improvement, and effective risk management.

## **Overall Purpose**

To provide leadership and facilitation to the board of trustees to ensure effective decision-making and delivery of the charitable purposes, strategic priorities, mission, vision, strategy and values of KidsAid.

To drive continuing board development and lead on ensuring the board, any committees or subgroups model best governance, communication and compliance with internal codes, policies, procedures, and relevant external regulation/legislation.

## Specific Chair Duties

- Ensure trustees fulfil their duties, making decisions that maximise impact for KidsAid's beneficiaries.
- Ensure trustees operate within KidsAid's charitable objectives and align activities with strategic priorities.
- Oversee regular financial reviews, maintaining strong financial health and reserves policies.
- Monitor major risks and ensure effective mitigation processes.
- Bring impartiality and objectivity to decision-making.
- Uphold robust governance arrangements and policies.
- Develop trustees' skills, leveraging their expertise to strengthen the board.
- Appraise trustee performance, address skills gaps, and oversee succession planning, induction, and training.
- Oversee and support the Chief Executive's performance, including leading their appraisal process to ensure effective leadership and alignment with the charity's goals.
- Chair meetings effectively, fostering discussion, informed decision-making, and collective ownership.
- Regularly meet with the CEO to discuss progress, challenges, and priorities.
- Promote equity, diversity, and inclusion within KidsAid.



# PERSON DESCRIPTION

## **Essential Criteria – Experience & Knowledge**

- Demonstrated expertise in charity governance, with direct experience of working with or serving as part of a Board of Trustees.
- Proven leadership experience, ideally at a board or senior management level.
- Strong understanding of governance principles, charity law, and regulatory frameworks relevant to non-profit organisations.
- Experience in chairing meetings, ensuring effective decision-making and engagement.
- Track record in strategic planning, risk management, and leading organisational change.
- In-depth knowledge of the charity sector, including key challenges and opportunities for non-profits.
- Proven ability to engage and collaborate with individuals at all levels, both within and outside of an organisation.



## Essential Criteria – Personal Qualities

- Integrity and sound judgment, with a commitment to upholding the highest ethical standards.
- Passion for the charity's mission, demonstrating a strong commitment to its values and strategic objectives.
- Diplomatic and approachable, with the ability to engage, listen, and build trust with diverse stakeholders.
- Resilient and adaptable, able to navigate challenges and support the organisation through change.
- Collaborative and inclusive, fostering a culture of teamwork, respect, and shared decision-making.
- Confidence to challenge constructively, acting as a "critical friend" to the CEO.
- Proactive and self-motivated, with the ability to take initiative while maintaining a strategic focus.
- Commitment to good governance and accountability, ensuring transparency and effectiveness in leadership.
- Willingness to dedicate the necessary time and energy to fulfill the responsibilities of the role effectively.

# THE APPOINTMENT

All board members are appointed for a 3-year term, potentially extendable by mutual agreement for three more years.

It is a condition of appointment that newly selected board members complete an induction course before their appointment is ratified by the board.

We wish to ensure the composition of our board reflects that of the population it serves and welcome applications from members of the BAME Community. We wish also to maintain the gender balance, and we invite applications from persons with disabilities.

The successful Chair must be able to commit 6 hours a week to carry out their duties.

Our board meetings are held in person approximately every 10-12 weeks. These are currently on Saturday mornings, in Northampton.

# HOW TO APPLY

Please send a CV and a cover letter to share why you are interested in the role and how your skills and experience would add value to KidsAid and send it to: [rebecca@kidsaid.org.uk](mailto:rebecca@kidsaid.org.uk)

Applicants are also asked to provide the names, positions and contact details of two referees. References will be taken up directly by KidsAid and only once your express permission has been granted.

Closing date for applications: Friday 25th of July.

## **The Interview Process**

Shortlisted candidates will be invited to an informal face to face meeting with Tony Bates, (Chair) and Rebecca Caswell-Fox, (CEO).

Subsequent formal interviews will be by interview panel, which will include other staff and board members.