



# Trustee Candidate Briefing

# Welcome

Thank you for your interest in Bucks Mind and in becoming a Trustee.

Bucks Mind is a team of over 70 employees, supported by a Board of Trustees and over 500 volunteers. Many of us have lived experience of mental health problems, either personally or by supporting family and friends. We are united in our passion.

We are part of the national Mind federation of over 100 local Minds with a vision be there when it matters for people living with mental health problems in Buckinghamshire and East Berkshire.

We continue to see the lasting mental health effects of the Covid pandemic, amplified by the impact of the rise in the cost of living. The scale and complexity of support needs across our communities is increasing along with a widening gap in health inequalities.

We are ambitious for our future to expand our services to meet the needs of our community and have many exciting initiatives to support this ambition such as Mind in Berkshire, our collaboration with Oxfordshire Mind to expand our services into Berkshire.

Do you want to be on this journey with us; having the talent and experience to support the Board and CEO to continue to expand our great work and help us become stronger and more sustainable?

We are seeking additional Trustees to strengthen our Board and support the organisation. With our expansion into Berkshire, we would very much like to have representatives from Berkshire as well as have a specific need for specialist finance, HR and safeguarding skills.

The right individuals will be driven and passionate about making a difference in our communities and recognise the importance of our front-line work, whilst having the strategic ability to see the 'bigger picture' for Bucks Mind both as a member of the Mind federation and within the local Bucks and Berkshire wide voluntary sector.

We hope that this candidate pack gives you a view of who we are and the work that we are doing and inspires you to come and join us.

If you can help us to achieve even more, then we very much look forward to hearing from you.

## The Board of Trustees



# Vision, purpose & values

## Our vision

**Everyone experiencing a mental health problem gets both support and respect.**

## Our purpose

**We are Buckinghamshire Mind** – affiliated to national Mind and proud to play our part in the local Mind network. Together we are Mind.

Open, caring, experienced, unstoppable, together.

**We connect. We support. We influence.**

We are at the heart of our local communities, in Buckinghamshire and East Berkshire. We promote wellbeing and recovery; we prevent mental ill-health; we offer talking therapies and we provide support in times of crisis.

**We stand up for mental health. Our services change lives. For support. For respect. For you.**

## Our values

**Open** - we reach out and welcome anyone with a mental health need

**Caring** - we treat everyone with compassion and kindness

**Experienced** - we stand shoulder to shoulder with people with lived experience, ensuring our services make a difference

**Unstoppable** - we speak out fearlessly and won't give up

**Together** - we are stronger in partnership and respect everyone's contribution and background

# Our Services

**Our services adapt to meet the needs of local people. We are proud that we continue to develop our offering, where our expertise enables us to have a positive impact within local communities.**

## Wellbeing

**"I want support with my mental health so that I can live well and fulfil my potential."**

**Wellbeing and activity groups** – weekly sessions in a broad range of activities, to socialise and try new things.

**Employment service** – practical help and encouragement to enable people recovering from mental health problems to regain, or retain, voluntary or paid work.

**Outreach** – reach out and support those with an existing mental health problem in partnership with Oxford Health NHS Foundation Trust.

**Community Link Workers** – based in local GP surgeries, to empower people to take control of their health and wellbeing, with an individual, holistic approach.

**Community Connectors** – part of a specialist multi-disciplinary mental health team, supporting those experiencing serious and enduring mental health problems (East Berkshire).

### **Champion the Change**

**Buckinghamshire** – transforming attitudes to end mental health stigma.

**Befriending service** – partnerships developed with community volunteers, reducing loneliness and isolation in adults with a mental health problem.

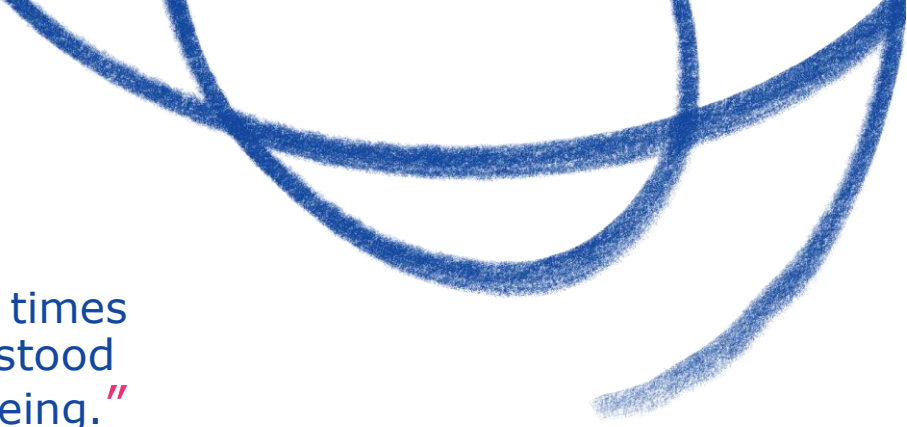
**Peer Support in Schools** – train student peer ambassadors in mental health awareness to mentor younger students across primary and secondary schools.

**Education** – sessions and training days with children aged 4-18, building awareness of wellbeing and mental health resilience.

**Peer Support** – offer group activities, based on the Five Ways to Wellbeing, via our established peer support services, Friends in Need and Mind the Gap.

**"I want to learn more about mental health so that I can stay well."**





"I want somewhere safe in times of crisis where I am understood and can focus on my wellbeing."

## Crisis Support

**Safe Haven** – a welcoming and safe environment during a mental health crisis. We provide non-clinical support including safety planning, recognised tools for recovery, person-centred listening and short term therapeutic distraction.

**Safe Haven plus** – a partnership with other charities to help resolve non-medical life-issues that are potentially factors contributing to crisis. For example, drug and alcohol abuse; housing and homelessness; debt and benefits advice.

**Suicide Bereavement Support** – listen with empathy and provide practical and emotional support to close contacts following bereavement by suicide.

**Rough Sleeper Initiative** – a partnership offering comprehensive support to those sleeping rough. We provide counselling and advocacy to build the individual's resilience and connection.

## Training

**Workplace Wellbeing training** – raising awareness, enabling employees to stay well, to be supported effectively and to end the stigma related to mental health.

**Specialist training** – supporting people with the skills to adapt and thrive in the post Covid working environment. We also offer Mental Health First Aid and Suicide First Aid.

## Talking Therapies


**Counselling** – a menu of options to suit different needs and offer flexibility and choice. Our volunteer counsellors work with adults experiencing a range of mental health problems.

**Group therapy** – for people who have completed their counselling but who would like additional support and for those on our waiting list.

"I want someone that will listen, that won't judge, to enable me to make sense of things."

# Our Year in Numbers

**8926**  
lives touched



  
**76%**  
of people we support  
report improvement in  
their mental health

**8306**  
hours given by our  
volunteers



**10,532**  
people attended  
Champion  
the Change  
events



**1030**  
people trained in  
Workplace Wellbeing

**1339**  
Counselling sessions

**129**  
new Befriending  
partnerships



  
**100**  
times Safe Haven  
was chosen as an  
alternative to A&E

**332,384**  
people reached through our  
website and social media



**150**  
people supported via  
Outreach Services

**1382**  
people supported  
by Community  
Link Workers

**501**  
people supported by  
our Peer Support  
Services

**3364**  
children, parents and school staff  
supported by our Mental Health  
Education in Schools service



**4429**  
attendances  
at our Wellbeing  
Groups

**166**  
partner  
organisations  
we made referrals to

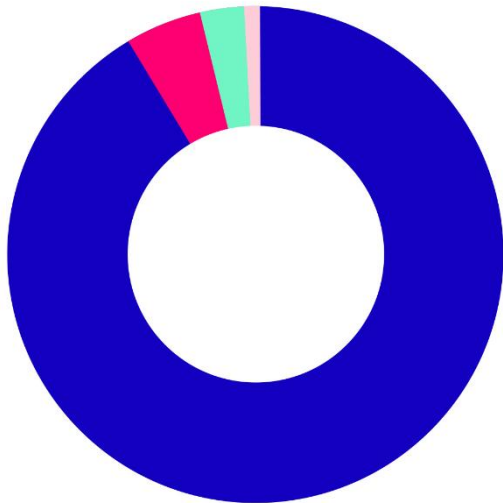


**110**  
people supported by  
the Rough Sleeper  
Initiative

**843**  
students engaged  
in our Peer Support  
in Schools

**119**  
people were  
supported by  
Community Connectors

# Our Finances – FY23

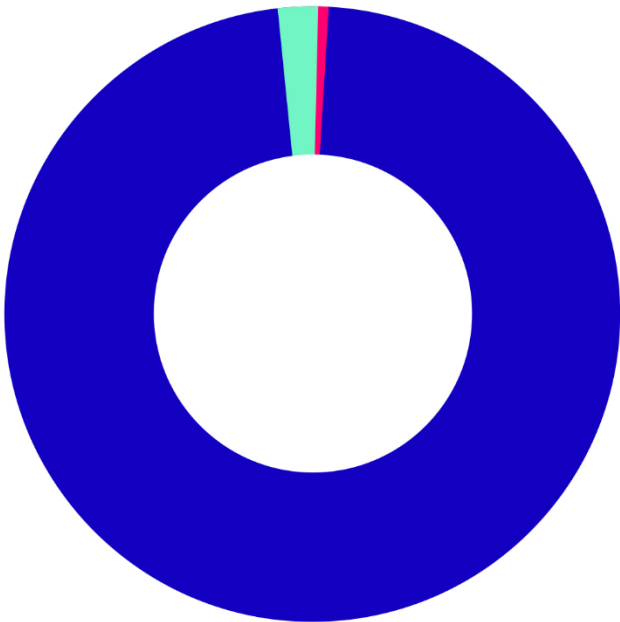


## Income 2022-23

Charitable activities	1,861,640
Donations & legacies	98,982
Other trading income	58,414
Investments	19,637
<b>Total income</b>	<b>2,038,673</b>

## Expenditure 2022-23

Charitable activities	1,981,629
Other trading expenditure	30,664
Fundraising expenditure	2,024
<b>Total expenditure</b>	<b>2,014,317</b>



# Golden threads

Our golden threads run through everything we do. They shape the ambitions for the organisation. They describe the mindset with which we approach our activities. They are areas in which we agree we must continue to do more.

## Inclusive

We will reach out and ensure we enable access to those where we know the need for our services is greatest and where we can have greatest impact.

We will improve inclusion and diversity within our own staff and volunteering opportunities.

We will work with partner organisations, building on their existing trusted relationships, to extend our reach.

## Informed

We will ensure that we have the right information to ask the right questions and make good decisions.

We will access information from a wide range of data sources so that we know who we are not seeing and we understand our impact.

We will use this knowledge to help shape our services and to influence the decisions of others.

## Agile

We will hold on to the amazing creative abilities that the organisation found during the lockdowns.

We will embrace our mantra of ‘**Listen**, **Learn**, **Adapt**’, keeping people at the centre of all we do.

We will empower staff and volunteers to do things differently, acting quickly where we see benefits.



# Our ambitions for 2021 - 2024

We have written five statements that describe our ambition in each of the following key areas – people, impact, engagement, sustainability and resources.

As we face issues and opportunities we will ask ourselves how our decisions fulfil at least one of these ambitions and how they align with our golden threads.

1. We will ensure we are a great place for **people** to work, volunteer and experience our services.
2. We will target our services where we can have greatest **impact**.
3. We will build **engagement**, increase our influence and champion our vision for mental health.
4. We will improve **sustainability** at a time of unprecedented need, building collaborations and partnerships with other service providers.
5. We will invest in and maximise our **resources** to develop an organisation fit for the future.



"Bucks Mind is special to me because, from the beginning, I was made to feel welcome, involved and human. When I am not so well, I feel well cared for and supported, without being made to feel a nuisance and my dignity and respect is maintained at all times."

# The Role

We are ambitious for our future and looking to recruit an additional trustee with specific expertise to support our growth in the following areas:

- **Safeguarding:** experience, expertise and knowledge to the scrutiny of safeguarding arrangements and promotion of best practice within the charity. The role is key to taking oversight of our activities and performance related to safeguarding; be involved in the development of our services; and be a key enabler for our organisation to fulfil its potential and deliver on our strategic ambitions.

You will need to have an understanding of mental health problems – perhaps through lived experience – and be passionate about our mission.

The role of a Buckinghamshire Mind Trustee can be a very fulfilling experience. While unremunerated, all reasonable travel expenses will be reimbursed.

Board meetings are held every three months (on Microsoft Teams/in person) and take place during normal working hours. Typically, they last three hours. There are also sub-committees that Trustees are asked to join, which also meet quarterly. There is an expectation that Trustees will play an active and visible role in the organisation and will join additional events, conferences and training sessions throughout the course of the year. This is an excellent opportunity to give something back to the local community.

At Bucks Mind we take inclusion and diversity seriously. It is important to us that our Trustee Board is representative of the diversity in our local communities. We particularly welcome applications from younger people, people of racialised communities and people with lived experience of mental health problems.

The successful candidates will play an important role in the continued growth and success of the charity. Experience and the ability to apply your knowledge in a practical manner will be more important than professional qualifications.

For further information:

[Our Impact - Bucks Mind](#)

[Strategy 2021-2024 - Bucks Mind](#)

[Home - Bucks Mind](#)

[Mind in Berkshire - Bucks Mind](#)

# The Role Cont'd

## Key Responsibilities:

- To ensure that the charity has a clear vision, mission and strategic direction.
- To contribute to, review and approve the strategic plan, annual operational plan and organisational budget.
- To evaluate performance against agreed targets and objectives.
- To ensure the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulation.
- To follow and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive
- To deal appropriately with conflicts of interest and conflicts of loyalty.
- To assist with hearing appeals as required under HR, complaints and internal procedures.
- To ensure the financial stability of the organisation.
- To ensure that effective controls are in place to deal with internal financial regulations, standing orders and delegated authorities.
- To ensure the organisation applies its resources exclusively in pursuance of its objectives.
- To oversee the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- To set, model and promote the organisation's equality, safeguarding and other policies and procedures.
- To deal appropriately with any confidential or sensitive information received as part of the role.
- To represent Bucks Mind acting as an ambassador for the organisation.
- To ensure there is no personal profit from the office of trustee unless relevant permission has been gained from the Charity Commission.
- Act within the spirit of and according to Bucks Mind's equality, fairness and diversity policy and procedures.

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 will 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.

## Personal Qualities

We are particularly interested in hearing from people with experience and expertise in the following areas:

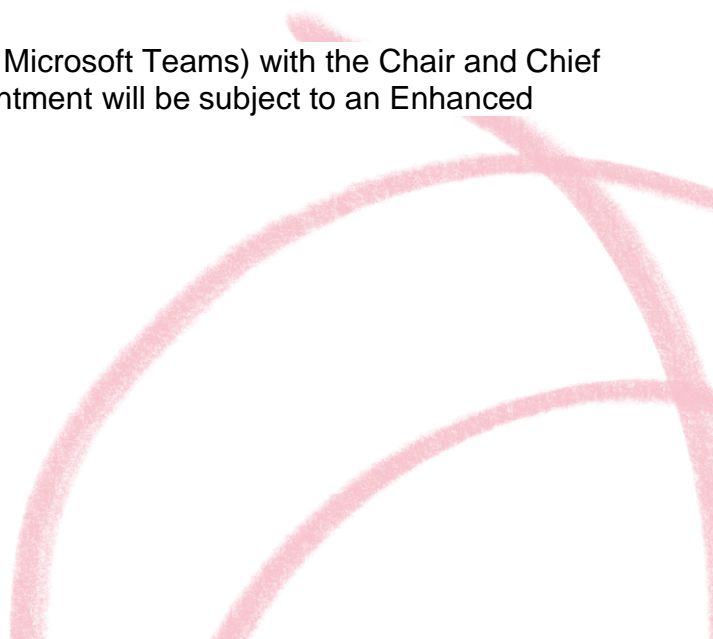
- Strategic vision, leadership and the ability to think creatively
- Good, independent judgement and effective decision making
- Impartiality, fairness and the ability to respect confidence
- Hands on, pragmatic approach
- Ability to work effectively and collaboratively in a team
- Passion and commitment to support Bucks Mind to grow and develop leading and supporting initiatives within the organisation





If you are interested in applying please email your CV to: [recruitment@bucksmind.org.uk](mailto:recruitment@bucksmind.org.uk) together with a supporting statement that sets out why you are interested in this appointment and the experiences and qualities you believe you can bring in order to be successful in post. We would also like to hear about your experiences relating to mental health issues. This should be no longer than 2 pages of A4.

Selected candidates will be called for an interview (on Microsoft Teams) with the Chair and Chief Executive. References will be taken up and any appointment will be subject to an Enhanced Disclosure and Barring Service Check.







@bucksmind

[www.bucksmind.org.uk](http://www.bucksmind.org.uk)

01494 463 364



Registered Charity No - 1103063  
Registered Company No - 5000185