

RISE. TRUSTEE RECRUITMENT PACK



WELCOME FROM THE RISE CHAIR

DEAR POTENTIAL BOARD MEMBER,

Rise is a leading North East health and wellbeing charity. We exist to help our partners to unlock the power of physical activity in order to positively impact lives across Northumberland and Tyne & Wear. This drives everything that we do and motivates everyone involved with our organisation.

This is where you come in; if you are similarly motivated, we're looking for someone with the qualities outlined in this pack to join our team of trustees to help us deliver on our mission and to therefore ultimately achieve our vision of creating a higher quality of life for communities that need it the most in our region.

As a leading charity, we pride ourselves in delivering outstanding service and high standards to our partners which is reflected in our various assessments and feedback; our last partner survey delivered an NPS score of +89. As a strategic agency that espouses the importance of physical activity and movement, our people are our strength, from the Board through to the wider team, and new trustees will be central to this. In this cycle of recruitment, we are particularly looking for someone with skills in the area of equality, diversity and inclusion.

We recognise and embrace the benefits of having an inclusive and diverse Board and see increasing diversity and inclusion at Board level as an essential element to achieve our [RISE Together 2021-2031](#) strategic aims. If you have the skills and experiences outlined in this pack, please don't be put off if you have never been a trustee before. We are actively seeking new voices and can provide training and support as necessary to help you to excel as a trustee. We are also keen to work with applicants and make adjustments where needed to make it easier to become a trustee.

Every new trustee will have an induction with me and our CEO, Clare Morley. After this, we can review your induction and development needs and put in place a plan to support you to learn more about the organisation and the role.

This pack is designed to provide you with the information you need to make an informed decision about joining us. We are, of course, happy to answer any questions you may have.



A handwritten signature in black ink that reads "Simon Gordon".

Simon Gordon
Rise Chair of Trustees

ABOUT RISE

Rise North East (Rise) is a charity working across Northumberland and Tyne & Wear with the primary purpose of improving the quality of life of communities that need it the most through the use of physical activity. We are one of a network of active partnerships across England who provide systems leadership and operational support to partners and stakeholders to support them to use physical activity, sport and movement in their work in order to achieve a plethora of outcomes, including physical and mental wellbeing, educational attainment and community cohesion.



Much of this work is connected to tackling the stubborn, and growing, health, economic and social inequalities that we see in our region. We create the conditions for success, participating in, and encouraging, collaboration and co-production, brokering relationships and sharing insight of people and place.

For us, achieving these aims involves working with a broad range of local, regional and national partners including six local authorities, various NHS institutions, Sport England, National Governing Bodies of sport, the Northumbria Police & Crime Commissioner's Office, businesses, schools and Further and Higher Education providers.

The majority of our core funding is currently provided by Sport England, although we are working to augment this resource with alternative funding options. With an annual turnover of c.£1.5m and with a current team of 25 people, the charity has grown rapidly in recent years and is excited to be moving forward under our ten-year strategy, Rise Together, which launched in April 2021. Our latest [Impact Report](#) for 2022-2023 gives a great flavour of the range of work that we undertake.

VISION. PURPOSE. MISSION.



VISION

Our vision sets the context for partnership working in our region.

To create a higher quality of life for communities that need it the most in Northumberland and Tyne & Wear.



PURPOSE

Our purpose shows how, by unlocking the power of physical activity and effecting system change, we can achieve the vision.

We are here to help our partners to unlock the power of physical activity and to collectively effect long-term system change in order to positively impact more lives across Northumberland and Tyne & Wear.



MISSION

Our mission sets out what will be different as a result of our work. It shows what Rise is accountable for.

To enable our system partners to see things differently, work smarter and maximise their results using physical activity.

VALUES

Our culture, highlighted through our three values, will underpin all of our work. We will:

CATALYSE CHANGE:

WE BELIEVE THAT CHANGE IS POSSIBLE AND WE'RE READY TO LEAD THE EXPLORATION.

POSITIVELY DISRUPT:

TO CHALLENGE THE NORM AND CAUSE RADICAL CHANGE THROUGH INNOVATION AND LEARNING.

COLLABORATE:

TOGETHER WE ARE GREATER THAN THE SUM OF OUR PARTS. PEOPLE MAKE THE CHANGE.

BEHAVIOURS



RISE TRUSTEE ROLE PROFILE & PERSON SPECIFICATION

Role: Independent Trustee

Location: Board meetings usually take place at our Head Office in North Tyneside, but we also occasionally meet in Newcastle City Centre.

Frequency: Quarterly Board meetings take place four times a year during office hours (c.2 hours per meeting) and are complimented by an annual strategy day and an annual strategy half day. Additional ad hoc meetings/calls may be required. Board Sub-Committees meet at various points throughout the year, with membership and attendance based on individual trustee skills.

Board papers are sent one week prior to meetings, and you will be expected to read these and come prepared with thoughts, questions or queries.

PURPOSES AND KEY FUNCTIONS OF TRUSTEES

The overall purposes of the role of a Trustee of Rise are to contribute to:

- carrying out the oversight responsibilities of the Rise Board of Trustees; and
- supporting the Rise CEO and the wider team.

As a company director and charity trustee, the role of a Trustee has the following key functions:

- To actively promote and further the work of Rise.
- To ensure clarity of vision, values and strategic direction for the activities of Rise.
- To act collectively and to take decisions objectively, acting in the best interests of the charity and its beneficiaries, stakeholders and the wider public.
- To ensure that the charity remains solvent and has robust financial



controls and systems of risk management in place.

- To support and, as appropriate, participate in committees of the charity, operating under agreed Terms of Reference.
- To provide oversight, input and constructive challenge in Board and committee meetings.
- To contribute knowledge, skills and experience in their specialist area to the deliberations of Board and committee meetings.
- To contribute to the provision of an appropriate balance of motivation and challenge to the Senior Management Team and staff across the charity.
- To meet with the Senior Management Team and/or other Rise staff, as

required, to discuss significant issues and plans.

- To collaborate with the Chair and CEO to ensure Rise meets the criteria set out in “Tier 3” of the December 2021 Sport England/UK Sport Code for Sports Governance.
- To operate in accordance with the relevant codes of conduct for sports organisations and charities in the United Kingdom and to exhibit actions and behaviours that align to the Board Terms of Reference, Conflicts of Interest policy and the Charity Commission guidance for trustees .
- To participate in regular reviews of the Board's own effectiveness in carrying out its responsibilities and functions.
- A willingness to commit time to prepare for and attend Board meetings (a minimum of four times per year), as well as to support occasional sub-committees and the CEO and wider team on an ad hoc basis relevant to a Trustee's skill set. It should be noted that it is a requirement that the EDI Trustee will Chair the EDI Sub-Committee.

Independent means that the Trustee brings to the deliberations the independent perspective of someone who is: “free from any close connection to the organisation and if, from the perspective of an objective outsider, they would be viewed as independent. Examples of a ‘close connection’ include:

- they have, or have within the last four years been actively involved in the organisation's affairs such as, as a representative of a specific interest group within the organisation such as a sporting discipline, a region or a home country;
- they are or have within the last four years been, an employee of the organisation; or
- they have close family ties with any of the organisation's directors or senior employees.”

PERSON SPECIFICATION

We are looking for someone who demonstrates these qualities and skills, or the potential to develop them with training and support:

- Experience of leadership in the charity, private, public or voluntary sectors.
- Understanding or awareness of the physical activity sector landscape and/or a personal passion for physical activity and participation at all levels of ability.
- An authentic desire to make a difference by contributing to improving the overall health and wellbeing of communities across the region.
- Experience, or understanding, of business and/or strategic planning.
- Experience, or understanding, of organisational management.
- Ability to analyse and interpret complex issues, with a willingness and ability to challenge and probe. The ability to discuss and debate and to constructively challenge ideas and decisions where necessary.

- Strong inter-personal communication skills. The ability to form good working relationships both within and outside the Board.
- A collegial approach to decision-taking.
- Alignment with the vision, mission, purpose and values of Rise.
- Knowledge, or experience, of the responsibilities of a charity Trustee.
- Knowledge, or understanding, of the communities in Northumberland and/or Tyne & Wear.

For this specific Trustee vacancy, we are also looking for someone with expert knowledge or understanding of equality, diversity and inclusion principles, potentially with an academic and/or professional qualification or experience in this area, in order to:

- advise and support Rise in the development and delivery of its Diversity and Inclusion Action Plan (DIAP);

- provide advice and challenge on strategy, vision, performance, resources, and standards of conduct, from the perspective of Equality, Diversity, and Inclusion; and
- identify key issues and trends that may help to promote physical activity through inclusion and diversity interventions.



GENERAL INFORMATION

TERM OF APPOINTMENT

The term of appointment is for four years, with potential for reappointment for a further term of four years, subject to satisfactory performance. A Trustee shall not serve more than two consecutive terms of four years (eight years in total).

RENUMERATION

Trustees give their services on a voluntary basis and receive no remuneration. We do however offer reimbursement of reasonable travel and subsistence expenses.

ELIGIBILITY

Under our Articles of Association and/or under the Charities Act 2011, you are unable to serve as one of our Trustees if you:

- are under the age of 18;
- are disqualified as a company director;
- have an unspent conviction for an offence involving dishonesty or deception (such as fraud);
- are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors;
- have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement;
- are on the sex offenders' register; or
- are otherwise disqualified by law from serving as a charity trustee.

INDUCTION AND TRAINING

An induction programme will be offered to new Trustees and relevant training provided during the term of your appointment.

PRIVACY NOTICE

The information that you provide as part of your application will be used in the selection process only. All information about you will be securely held and access restricted to colleagues directly involved in dealing with the selection process. Rise is committed to being transparent about how it collects and uses data and to meeting its data protection obligations. Our full [privacy notice](#) is available via our website. By submitting your application, you are giving your consent to your personal data being stored and processed for the purposes of this Trustee selection process.



EQUALITY, EQUITY, DIVERSITY AND INCLUSION

OUR COMMITMENT

We recognise that we live in a diverse society and that some groups of people do not have equal access to sport and physical activity, and this is something we are committed to challenging and addressing. We want to tackle the inequalities that exist, promoting and enabling equal access to sport and physical activity and supporting under-represented individuals, groups and communities to be able to take part, and to feel comfortable doing so in whatever activity they choose.

We will focus on encouraging and advocating for policies and practices that promote equality, diversity and inclusion at all levels in sport and physical activity, including ensuring that it is embedded in projects and programmes that we support and fund. We will also encourage our partner organisations and other providers that we work with to adopt and demonstrate their commitment to the principles and practices of equality, diversity and inclusion.

We are fully committed to supporting the principle and practice of equality of opportunity, treating everyone according to their needs, and being as diverse and inclusive as we possibly can be.

We believe our Board should reflect the Northumberland and Tyne & Wear region and its people, for who we work with and for.

We are particularly keen to hear from people from under-represented groups as we know this will allow us to make better, more inclusive and informed decisions, provide wider perspectives, drive change and improve performance. We aspire to be a Board that is proactive in not only meeting its legal obligations, but also one that walks the talk and that our commitment can be seen and heard internally and externally. As part of addressing underrepresentation, we particularly welcome applications from people from an ethnically diverse background, disabled people, people from the LGBTQIA+ community and/or those with lived experience of lower socio-economic backgrounds.

APPLICATION AND RECRUITMENT PROCESS

If you would like an informal chat about the role, please contact Clare Morley (CEO) via clare.morley@wearerise.co.uk, or explore www.wearerise.co.uk to find out more about us.

To apply, please submit:

1. An up-to-date CV and short covering letter (no more than 2 sides of A4), or a short video/audio clip application (no more than 3 minutes), explaining your interest and suitability in becoming a trustee of Rise. We ask that you highlight your specific expertise in relation to the essential and desirable skills and experience we are looking for, including any other information that you feel is relevant in support of your application, e.g. what you can offer to the organisation; and
2. A completed [Equality & Diversity Monitoring Form](#).

Please email your application to recruitment@wearerise.co.uk with “Trustee of Rise” in the subject line of your email.

If you wish to receive a hard copy of this content, or in an alternative format, please contact the same email address to make your request.

Applications should be received by **midday on Monday 30th October.**

KEY TIMINGS

SEPTEMBER 2023
Advertisement and introductory conversations
OCTOBER 2023
Deadline for applications and shortlisting
NOVEMBER 2023
Panel interviews
DECEMBER 2023
Offers and appointments
JANUARY 2024
Opportunity for induction, training and support
JANUARY 2024
First Board meeting
ONGOING
Training and support

**TO CREATE A HIGHER QUALITY
OF LIFE FOR COMMUNITIES
THAT NEED IT THE MOST
IN NORTHUMBERLAND
AND TYNE & WEAR.**

RISE.

INFO@WEARERISE.CO.UK

WeAreRise.co.uk

