



Hft Trustee  
Recruitment pack



## About Hft

We are a national charity founded in 1962 by a group of families with a vision for creating a better life for their relatives who had learning disabilities.

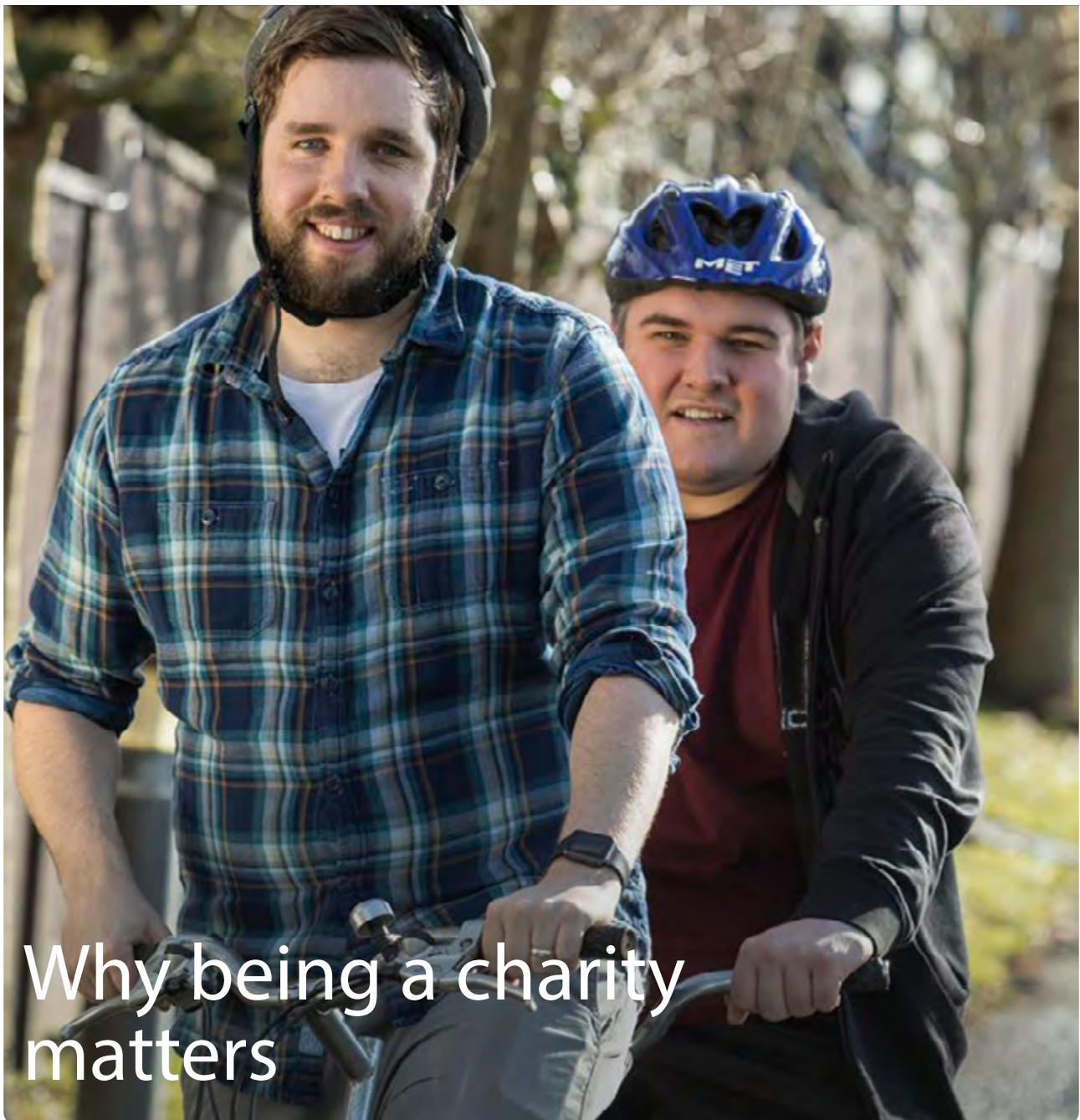
Back then, we began what we still do today: we pioneered the idea that everyone could have choices about how they live and be supported to live the best life possible. Today, we support more than 2,500 people across England and Wales, from living independently in their own home, to participating in day opportunities; and from a few hours a week right up to 24 hours a day.

We use our specialist skills and experience to support people with moderate to complex needs. While the way we provide support has evolved and changed over time, we are still committed to putting the people we support at the centre of everything we do, to understanding the needs of the individual and supporting them to live fulfilled, independent lives, within their communities.

Our annual income is around £83m and we employ more than 3,000 people.

### Why we are called Hft

We were originally called Home Farm Trust, though our name was later abbreviated to Hft – a bit like Associated Dairies becoming ASDA or Marks and Spencer becoming M&S.



## Why being a charity matters

Our charitable status is vital: it allows us to fundraise to create new ways to support people so that they can live the best life possible. We don't have shareholders, we don't make a profit – any surplus of funds is continually reinvested back into our services to benefit the people we support.

# Governance

## Our transformation

Hft is undergoing a governance transformation programme that has included a root and branch review of our governance structures and approaches. This has culminated in the development of our new Fusion Governance Model that will underpin our approaches in the future. Our "Fusion Gov Model"© defines all the aspects we believe are essential for excellent governance. We aim to be an exemplar of modern governance and believe we are well on the way to achieving this.

As part of this transformation, in 2018 we set out our aspiration to expand the skills and experience within our Trustee body, as well as looking to embrace innovation and different ways of thinking through widening our Trustee diversity profile. This also coincided with several existing Trustees reaching the end of their term of service.

We recruited five new Trustees between October 2018 and April 2019 and we are now seeking to recruit an additional Trustee who will bring deep commercial expertise to our Board and Chair our Operations Committee.



Baroness Jolly, Chair of Trustees, Hft

## Our board and structure

All Trustees are members of Council, which meets four times per year, with two away days which are generally strategy focused. Individual Trustees also sit on one or two of Hft's Committees, which are:

- **Operations;**  
meets four times per year
- **Nominations, Governance and Remuneration;**  
meets three times per year
- **Audit & Risk;**  
meets three times per year
- **Voices to Be Heard;**  
meets three times per year



The Fusion Gov Model



## Commitment

Meetings are usually held at Hft's office in Emersons Green, Bristol. Meetings and away days are generally 4–5 hours, with pre-meeting preparation of reading the meeting papers. However, with a number of Trustees who are in full-time executive roles, we are now reviewing the location (with more meetings probably moving to London) as well as reviewing the format and timing of the meetings, combining some (shortened) meetings on the same day.

Trustees also undertake at least two site visits a year to ensure they both act as ambassadors for Hft, and also to help their understanding of Hft's operations, particularly the care given to the people we support.

Trustees are encouraged to attend appropriate external training courses and/or use Hft's own online training.

## Our requirements

We are seeking to recruit a new Trustee to our Council who is keen to be actively engaged in guiding the success and future direction of Hft.

We are particularly keen to attract interest from candidates who bring deep experience gained in the commercial sector as part of our commitment to sustaining and developing a high performing Board and embedding our Fusion Governance Model.

Ideally, we would expect all potential candidates to be experienced to Board level, possibly – though not necessarily – already have some charity experience, understand the principles of governance and have strong leadership skills.



# Person specification

## Skills and expertise

- Deep commercial experience gained at board or strategic leadership level
- Substantial knowledge and experience of contract negotiation and complex cost bases
- Commitment to Hft's vision, mission and values
- Strategic vision and good independent judgment; an ability to think creatively and to speak openly
- An ability to work effectively as a member of a team
- An understanding and acceptance of the legal duties, responsibilities and liabilities of charity trusteeship
- A willingness to devote the necessary time and effort to their duties as a trustee





## How to apply & recruitment timetable

We hope you will consider making an application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact [Katy.Giddens@starfishsearch.com](mailto:Katy.Giddens@starfishsearch.com) and we will be happy to arrange a call.

To make an application, please go to <https://starfishsearch.com/jobs/trustee-for-hft> and click on the apply now button, with the following prepared:

- a CV (no more than three sides) or equivalent biographical information
- a short covering letter that explains your motivation and availability for the role and confirms that you would not be subject to any conflict of interest
- please also tell us about any dates provided in this pack on which you would not be available to participate in the selection process

Please see below for a guide to the recruitment timeline for this role. If it is subject to any changes, we will update candidates accordingly.

<b>Closing date</b>	Monday 20th January 2020
<b>Informal discussions with Starfish Search for selected applicants</b>	w/c 20th January 2020
<b>Interviews for shortlisted candidates with Hft</b>	Early February 2020

