



Recruitment Pack

England Committee Members



Welcome

Thank you for your interest in The National Lottery Community Fund.

The National Lottery Community Fund (the Fund) is the largest community funder in the UK, raising an incredible £30 million a week for good causes and funding projects and activities that transform communities, protect our heritage, and enrich lives. We are proud to be one of 12 distributors responsible for awarding this funding across the UK.

We are now recruiting for one current vacancy in our England Committee. The England Committee sets the direction of our work and takes decisions about our large grants in England. There are seven members including the England Chair.

This opportunity comes at a time of significant renewal at the Fund following the launch of our new strategy. It starts with community, setting a new direction to 2030. England Committee Members joining at this exciting time will be responsible for overseeing delivery within England, when growth in returns to good causes is expected, alongside the Fund's ongoing third party and dormant assets work.

This is an exciting time to join the Fund's England Committee. We are looking for Committee Members who will bring exceptional knowledge, skills and experience from the broadest range of backgrounds and likely to have some regional knowledge of the country. In particular the Fund welcomes candidates who have deeper experience and expertise in the wider charitable sector and can demonstrate significant commitment to local communities across England, including within environmental or sustainability initiatives.

You will ideally be someone with unimpeachable integrity, skilled ambassadorial capability and a maturity of judgement. A natural collaborator, you will have highly effective interpersonal and communication skills, as well as a demonstrable interest in positive social change and a strong commitment to the values of our organisation. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense.

This is a significant opportunity to be involved in an organisation transforming people's lives. If you believe you have the background and personal qualities needed, we would be delighted to hear from you.

John Mothersole
Chair, England Committee, National Lottery Community Fund



About the National Lottery Community Fund

Background

The National Lottery Community Fund is the largest single source of community funding in the UK. We support amazing projects that help to strengthen society and improve lives.

National Lottery players raise an incredible £30 million a week for good causes. This money funds projects and activities that transform communities, protect our heritage, and enrich lives. We are proud to be one of 12 distributors responsible for awarding this funding across the UK.

We also distribute non-National Lottery funds, working closely with UK Government on funding for important issues such as youth social action and health and wellbeing.

It starts with community our journey to 2030

Social connections and community activities are at the heart of creating healthier, happier lives and a flourishing society. That's why The National Lottery Community Fund supports amazing community-led projects. And why we're looking to make a bigger difference in the years ahead, by listening and responding to communities and by focusing on supporting bolder change.

The ambition through this strategy is to create resilient communities that are more inclusive and environmentally sustainable, funding activities and organisations that strengthen society and improve lives across the UK.

We're focusing our efforts where there is greatest need. We're looking to make a bigger difference in the years ahead, both by listening and responding to communities, and being more focused on supporting the greatest impact.

We will be delivering this strategy to 2030 at a time of renewal and expected growth in returns to 'good causes' from The National Lottery, alongside the Fund's third party and dormant assets work.

The organisation

The National Lottery Community Fund is established as a non-departmental public body by an Act of Parliament. The Board is responsible for the overall strategic direction of the Fund and for the Fund's governance. It delegates the day-to-day running of the organisation to the Chief Executive and his Senior Management team.

Funding decisions are delegated to five funding committees (UK, England, Northern Ireland, Scotland and Wales) and to Executive Officers.

Policy responsibility for The National Lottery Community Fund in England, including setting policy directions, rests with the Department for Digital, Culture, Media and Sport.

The National Lottery Community Fund is governed by a Board. The Board is responsible for setting the Fund's long-term strategy and key policies, and making sure that it is run in an effective and efficient way.

Our purpose

We support activities that create resilient communities that are more inclusive and environmentally sustainable - activities that will strengthen society and improve lives across the UK.

Our community-led missions and what we'll achieve by 2030

We'll support communities to connect by:

- creating accessible, welcoming places, both physical and virtual, for people to meet
- initiating engaging and inclusive activities that support connections within and between groups of people
- enabling people from all backgrounds to shape the future of their communities
- cultivating an increased sense of belonging.

We'll support environmentally sustainable communities that:

- reduce carbon emissions and negative environmental impact
- create positive environmental impacts
- establish equality of access to the natural environment
- improve the quality of natural spaces.

We'll enable children and young people to thrive by:

- creating opportunities for children and young people from all backgrounds to enjoy community experiences
- helping children and young people shape the decisions that affect them and their communities
- providing children and young people access to safe spaces to play, participate, socialise and get support.

We'll enable people to live healthier lives by:

- helping reduce health inequalities
- increasing opportunities for community participation to shape better health services
- taking a preventative approach to health.



Our approach

- An equity-based approach to tackle inequality
- Supporting communities to build from their strengths
- Supporting what matters most to different communities
- Flexible grant making model with small one-off grants starting from £300 up to £20,000, to longer term grants and strategic significant partnership investments.

Our values

We are:

- inclusive
- ambitious
- impact focused
- adaptable
- compassionate.



The England Committee

The England Committee sets the direction of our work in England in line with the Fund's strategy direction and decides on our large grants in England. This is an opportune time to join the England Committee, as we are entering an exciting period of change and undertaking an England Portfolio Review.

We will use a One Fund approach to our grant making, bringing together the many parts of our organisation and rich expertise to deliver transformative funding across England as well as the rest of the UK. The England Committee will have strategic oversight of how we will distribute £3 billion to England's communities by 2030.

We are looking for individuals who will bring exceptional knowledge, skills and experience from the broadest base. In particular we welcome candidates who have regional knowledge and mainstream charity and community experience, wider public or private sector experience, knowledge and experience relevant to our [four missions](#) and focus areas and senior experience developing partnership and collaborations.

We particularly encourage applicants from underrepresented groups also welcome applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense.

In **England** in 2022/23 we awarded over 10,518 grants worth £452.1 million supporting organisations in every local area.

We offer a range of funding support from National Lottery Awards for All, our popular small grants programme; Reaching Communities, our open and responsive programme for grants of more than £20,000 that can last up to five years; to Partnerships offering a larger amount of funding for organisations that work together.

Almost all of our grants (97%) are made to voluntary and community sector organisations. Further information on our **England programmes** can be found [here](#).

We also collaborate with other funders, charities and individuals, sharing knowledge and building partnerships, and we encourage others to do the same, so we can all be as effective as possible.

To find out more, go to: <https://www.tnlcommunityfund.org.uk/>

Role profile

England Committee Members

Overall strategy and policy setting

- To agree long-term strategy and the key approaches to our funding in England, in line with the Fund's overall strategy and its governance processes.

Accountability

- To ensure the highest standards of governance and discharge of responsibilities.
- To observe the Seven Principles of Public Life and the Cabinet Office Code of Conduct for non-departmental public bodies (NDPBs) and comply with all statutory responsibilities.

Challenge and support the executive

- To support the England Directors, be a source of wise guidance and advice, and challenge and support the executive.

Effectiveness

- To agree the England Directorate's annual grants budget, monitor progress and approve corrective actions.
- To agree the distribution of funds for England.
- To agree changes to funding programmes and monitor progress and impact of our grant making.
- To ensure that risk is controlled and monitored.

Ambassadorial/reputational

- To be ambassadors for the organisation, within guidelines agreed by the England Directorate.
- To enhance and protect the reputation of the Fund.



Person Specification

Skills and experience required

We want our Committees to have a broad base of knowledge, skills and experience and to reflect the diversity of modern society and the communities that we serve, in so doing embracing our society as a whole.

As the Fund is implementing a new strategy to 2030, we are looking for new Members able to bring a fresh outlook and energy.

We are seeking individuals who will bring exceptional knowledge, skills and experience from the broadest base. In particular we welcome candidates who have regional knowledge and mainstream charity and community experience, wider public or private sector experience, knowledge and experience relevant to our four missions and focus areas and senior experience developing partnership and collaborations.

The person – essential criteria

- **Strategic leadership:** ability to contribute to strategic decision making on priorities and funding in England in line with The National Lottery Community Fund's strategy and missions; demonstrating significant leadership experience, providing clear and compelling direction and encouraging decision-making and personal responsibility.
- The ability to understand complex issues and make decisions taking into account competing demands.
- **Representing the Fund:** Experience of representing an organisation and willingness to represent the Fund at public events and build relationships with other stakeholders.
- **Equity Diversity and Inclusion:** A clear understanding and commitment to achieving equity, diversity and inclusion and its advancement in the context of a public body and a funder.
- **Governance:** Awareness of the governance framework relevant to The National Lottery Community Fund; able to contribute to and lead decision-making forums. Understanding and commitment to the principles required to hold a public post of this nature (The Nolan Principles).



Terms of appointment

Time commitment and meetings

The England Committee meets every two months including two annual away days. Every other month they hold a strategic session (one day)*. Monthly time commitment will be approximately 2-3 days per month.

There may be other Committee or Funding Panel meeting commitments which will be identified on appointment and in discussion with the Chair of the Board.

Remuneration

Remuneration is £7,848 per annum, plus travel and subsistence allowances in line with The National Lottery Community Fund rates. The role is not pensionable.

Length of appointment

The appointment is for an initial term of up to four years. Information on current Committee Members can be found [here](#).

Equality, Diversity & Inclusion

Equity, diversity and inclusion in our grant-making, and amongst our people, are all vital to our success in supporting people and communities to thrive. We believe our people should represent the communities, organisations and individuals we work with. We are committed to being a fair and inclusive place to work and recognise people in our society come from diverse backgrounds. We are a Disability Confident employer and positively welcome applications from people with disabilities.



How to express an interest in the role

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

- your CV or equivalent biographical information
- a covering letter that sets out your motivation for applying for this appointment, and why you think your skills and experience make you suitable

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

All applications will be assessed against the person specification for the post. Shortlisted candidates will be invited for an interview at the Fund's offices at NCVO, 8 Regents Wharf, London N1 9LR. The interview panel will be chaired by John Mothersole, England Committee Chair.

Travel expenses for attendance at interview can be claimed.

Closing date Monday 26th February 2024

First stage discussions w/c Monday 4th and Monday 11th March 2024

Final interviews w/c Monday 8th April 2024

Following the interviews, the panel will submit its recommendations to the Chair of The National Lottery Community Fund Board. The Chair will make the appointment with the consent of the Secretary of State for Culture, Media and Sport. The National Lottery Community Fund Board Chair will write to the successful candidate to offer the position.

All public appointments are based on merit

This appointment will be made in accordance with the OCPA Code of Practice, which requires that appointments are made on merit with independent assessment and transparency of process. Political activity will play no part in the selection process.

Candidates may come from a wide range of backgrounds and experience. The National Lottery Community Fund welcomes applications irrespective of race, colour, ethnic or national origin, sex, marital status, disability, sexual orientation, religion, religious beliefs or similar philosophical beliefs, age, gender re-assignment or community background.

Accessibility to public appointments is a fundamental requirement and the public appointments process promotes, demonstrates and upholds equality of opportunity and treatment to all applicants. If you require any of the application documentation in an alternative format, please contact abbey.watt@starfishsearch.com

These positions are public appointments, not employment positions, and subject to the relevant appointment principles