



CANDIDATE PACK FOR INDEPENDENT COMMITTEE MEMBERS



WELCOME

Dear Candidate,

Thank you for your interest joining the MS Society as an Independent Committee Member.

Over 130,000 people in the UK have multiple sclerosis (MS). It's unpredictable, and different for everyone. It's often painful and exhausting, and can cause problems with how we walk, move, see, think and feel. But it doesn't have to be this way.

The MS Society is the UK's largest organisation dedicated to supporting people with MS and those who care about them. We fund world-leading scientists as they search for new treatments. We make sure everyone can access expert information and services to help them live well with MS. We speak up together, to make sure everyone's voice is heard and rights are protected. We support one another when times are tough and celebrate together when they are good. We make sure no one has to feel alone.

But we know we can deliver more impact for MS communities. We've embarked on an ambitious transformation programme to deepen our engagement and increase our reach, and drive us closer to our vision of a world free from the effects of MS. And in 2025, we'll launch a new strategy to get us there.

We're a complex organisation with ambitious goals. To meet them, we'll have to take bold, calculated risks. And this needs to be balanced by robust Board governance. To make sure it provides effective scrutiny and challenge, the Board of Trustees has reviewed and updated the structure and remit of its expert committees. Each committee now brings together trustees and independent (non-trustee) members with the specific skills, knowledge and expertise required to provide effective oversight of the areas delegated to them.

We're looking for three talented new independent (non-trustee) committee members, two to join our Strategic Implementation and Finance Committee (SIF) and one to join our Audit and Risk Committee (A&R). The SIF Committee plays a key role in ensuring we monitor and measure our strategic performance and our A&R Committee is vital in ensuring effective risk management, assurance and compliance, including internal and external audit.

We're keen to hear from you if you're interested in applying your expertise to the opportunities and challenges faced by the charity sector, with razor sharp focus on the impact we deliver for MS communities. For the SIF Committee, we need someone to join us who brings deep expertise in investment management, and we are also keen to appoint a member who brings a strong background in strategic marketing or systems implementation in organisations undergoing transformational change. And for our A&R Committee, we're looking for someone with senior experience in audit, risk management or compliance, preferably within the charity sector.

Whatever your professional background, you will be someone with the highest level of personal integrity and maturity of judgement, with strong analytical skills and the ability to work collaboratively within a diverse team.

Momentum is building and we won't give up until we've stopped MS for good. If you bring the skills and experience we are looking for and you're motivated by our commitment to transform lives and stop MS, we hope you will read on to find out more.

Nick Keveth
Trustee, Treasurer and Chair of the A&R Committee

Chris Murray, MBE
Trustee and Chair of the SIF Committee

THE MS SOCIETY IN 2024

In December, the Board of Trustees approved our ambitious plans to support the MS community during these challenging times. And transform the way we work so we can achieve more for everyone affected by MS.

We know people with MS have been affected disproportionately by the rising cost of living. We're speaking up to make sure MS stays on the agenda in Westminster, Holyrood, the Senedd and Stormont. And we're helping connect people we don't reach through our local group network.

We're working to make our information, services and support for people with MS and those who care for them more coordinated, personalised and accessible. And we're conducting research to improve our understanding of health inequalities, so we can better support marginalised groups.

We've launched **Octopus**, our revolutionary, multi-arm, multi-stage drugs trial that transforms the way we test treatments for progressive MS. And we're investing in future breakthroughs by further developing our Early Career Researcher Network.

We're transforming our digital, data and technology capabilities to better understand the MS community. So everyone can access information and support that's tailored to their needs and interests. And we're diversifying how we raise money to accelerate what we can achieve.

All this and more stands before us. It's a huge task. But together, our MS community is a unique and powerful force for positive change. Join us. And together we will stop MS.

To find out more about our work, please visit [About us | MS Society](#)



ABOUT THIS ROLE

ROLE PURPOSE

Our Board of Trustees sets our strategy, values and culture, and oversees their implementation. The Board agrees our annual plan, budget and performance targets. It monitors the charity's performance and is responsible for managing risk and our compliance with regulatory and statutory requirements.

Our sub committees have been established to consider Board matters in more detail and bring together trustees and independent (non-trustee) members with the specific skills, knowledge and expertise required to provide effective oversight of the areas delegated to them.

THROUGH THIS RECRUITMENT PROCESS, WE ARE LOOKING TO ADD NEW TALENT TO THE TWO COMMITTEES BELOW:

Strategic Implementation and Finance Committee

This committee is responsible for assessing corporate and strategic performance, ensuring the adequacy of progress in achieving objectives, and reviewing systems for measuring and monitoring strategic performance, including financial aspects.

Audit and Risk Committee

This committee plays a vital role in overseeing our systems for internal control, risk management, assurance, and compliance, including internal and external audit.

WHAT THE ROLE INVOLVES

- Using your specific skills, knowledge and experience to help the committee to understand, scrutinise, constructively challenge and make informed decisions and recommendations about the Board matters within its remit.
- Building strong and trusting relationships with fellow committee members and members of the Executive and Leadership Group who attend meetings.
- Preparing thoroughly and participating fully in meetings.
- Maintaining appropriate confidentiality, disclosing any conflicts of interest, and abiding by our Code of Conduct, policies and procedures.



SKILLS AND EXPERIENCE YOU NEED FOR THESE ROLES

For the **SIF Committee**, we're looking for candidates who bring senior level expertise in one or more of the following areas:

- Investment management
- Strategic Marketing
- Systems transformation and implementation.

For the **A&R Committee**, we're looking for candidates who bring senior level expertise in:

- Audit, risk management or compliance, preferably within the charity sector.

IN ADDITION TO THIS SPECIFIC EXPERIENCE, ALL CANDIDATES WILL NEED TO HAVE:

- Strategic vision and the ability to think creatively.
- The ability to operate effectively as part of a team and support collective decisions and recommendations.
- The ability to listen to, read and assimilate information quickly and effectively.
- The ability to act corporately and not in the interests of one particular group, and to reach objective and independent decisions.
- An understanding of the remit of the committee within wider Board governance.
- An understanding of MS and the effects of living with it, together with an appreciation of the work of the MS Society.
- Behaviours that demonstrate, model and reinforce the MS Society's values – Bold, Expert, Ambitious, and Together.
- Commitment to equality, diversity and inclusion.

We will also consider diversity of experience when deciding who to appoint and are particularly keen to hear from you if your experience could enrich our Board's understanding of what matters to:

- younger people with MS
- people with advanced MS and the people who care for them
- LGBTQIA+ people
- people with Black, Asian or minority ethnic heritage.

> [Board EDI statement](#)



TERMS OF APPOINTMENT

Independent Board Committee Members serve a three-year term, with the option to be reappointed for a further three-year term at the discretion of the Board. This role is voluntary and is unpaid.

EXPECTED TIME COMMITMENT

Being an Independent Board Committee member involves:

- Attending four committee meetings during the year (these are online, daytime meetings during the week)
- Preparing to attend committee meetings by reading the papers provided
- Between meetings, committees may be required to take part in phone or email discussions with the Chief Executive, other staff and volunteers, as necessary.

LEARNING AND DEVELOPMENT

You will have regular check-ins with the chair of the committee and access to our Board Reading Room, which holds a comprehensive range of internal and external resources to support you to be effective in this role.

You will take part in induction sessions and other development opportunities. You will also be required to complete and maintain compliance training throughout your term.

HOW TO APPLY

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 and we will be happy to arrange a call.

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

- Your cv or biographical information (no more than three sides please)
- A supporting statement (no more than two sides please) that sets out your motivation for applying for the role and how you can meet the levels of knowledge and experience we are looking for.

Equality, diversity and inclusion are important to us. Please complete the Equality and Diversity monitoring form provided as part of the online application process. This form is for monitoring purposes only and is not treated as part of your application.

We would also be grateful if you would 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.

Closing date:	Monday 13th May 2024
First stage interviews for selected candidates (with Starfish):	w/c 27th May 2024 & w/c 3rd June 2024
Interviews with MS Society:	Thursday 13th June 2024