

Trustee Recruitment pack

November 2020

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Foreword from our Chair

Thank you for showing an interest in becoming a Trustee of Disability Snowsport UK (DSUK). Building on our proud history that spans over forty-years, DSUK has recently entered an exciting new phase of growth working towards our mission: “To make snowsports accessible for everyone; regardless of disability, injury or experience.”

Currently an active board of nine, we are seeking to appoint up to four new Trustees who have a passion for our work and have the capacity and motivation to help us deliver our mission and vision. You will join us at a critical point, during a particularly difficult period for the country and for the charity.

Our priority is to recruit people who share our passion to make the unique benefits of snowsport accessible to all disabled people, particularly at a time when access to snowsport is likely to become an increasingly challenging issue.

We are keen to attract people with specific skills to support the Senior Management Team to implement our Covid-19 response strategy and support the development and delivery of our longer-term strategy. We would particularly welcome applications from those with past and present experience of governance, in any sector, and who can bring particular expertise in the following areas:

- Fundraising (and Corporate PR)
- Health / rehabilitation through sport
- Snowsports Industry
- Safeguarding
- Health and Safety

We would be particularly interested to hear from disabled candidates and those with lived experience of the benefits of adaptive snowsport. Training will be given to new Trustees where appropriate.

Claire Pimm, Chair of the Board of Trustees

About DSUK

DSUK has over forty years' experience of teaching adaptive snowsports. The benefits of these activities can vary amongst participants and [Ruairidh's story](#) is a great example of this. Our skiers and snowboarders tell us that participating in snowsport improves their physical strength and mobility, as well as providing psychological benefits such as improving confidence and developing a sense of independence and achievement. They also talk passionately about the sense of freedom that they gain on the slopes, having the opportunity to move at speed and be in control of their experience.

Our Brand Promise

At DSUK, we believe that teaching disabled people to master the slopes can transform the way they experience their disability.

We want to challenge the view that snowsports are only for the few. Everyone has the right to enjoy the physical, mental and social benefits of snowsport.

For our customers, it's about enjoying achievement and independence. From picking their line to controlling their speed, they can experience something that's often missing from their everyday lives – freedom.

We run adaptive snowsport schools and ski clubs at snow centres and dry slopes in the UK, as well as organising trips to the mountains.

We're experts in adaptive snowsports. Working with a team of qualified instructors and incredible volunteers, we help to build a community, forge new friendships and ensure everyone can access snowsports.

Our Goals

The Global pandemic caused us to reconsider our short and medium goals. We are currently working towards a series of short-term goals, and our three over-arching medium-term aims remain consistent with our three year strategy:

1. Delivery

DSUK will develop a suite of activities and holidays that will appeal to all skiers and snowboarders. This will include activities led by DSUK as well as signposting to other 'tried-and-tested' opportunities for skiers, boarders, and their families.

2. Support

DSUK will make better use of data, diversify funding, and develop and adopt the strongest possible compliance and governance practices. We will further nurture and develop our staff team and volunteers who are so critical in achieving these strategic aims.

3. Communications

We will refresh our image and communications. We will present a refreshed, strong and consistent brand image that best demonstrates our impact.

Our Values

At the heart of DSUK are our values which are the cornerstone of our daily work. Staff are invited regularly to demonstrate that they uphold the values, which are front and centre here at DSUK:

WELCOMING	We offer a warm and friendly welcome to everybody - whether you are living with a disability, injury or limb loss, or want to help those who are.
CELEBRATING DIFFERENCE	We believe that everyone deserves the power of snowsport in their lives and we're committed to creating an inclusive and supportive space for all.
CHALLENGING & SUPPORTING	We believe in your full potential and are excited to work with you towards achieving your goals.
BEING HONEST	We will share our honest opinions on what will or will not be possible within any given constraints. We will provide honest feedback on your performance.
LISTENING	We recognise that you are the expert in your own life. We will listen to you and strive to meet your individual needs.
STAYING POSTIVE	We all have tough days but we will try to maintain a positive attitude, because what we achieve together is awesome!
LEARNING	We might not always achieve what we intend to but we believe that failure demonstrates effort. We celebrate our effort and courage because we were brave and we gave it our all.

In terms of our social conscience we are a Living Wage Employer, and we also accept our responsibility to protect the environment that we rely on so heavily.

We are building on our existing partnerships with private and public organisations, and always look to work in partnership and support other charities.

We intend to work towards a formal recognition of our organisational practice, for example (Disability Friendly Employer, Investors in Volunteers etc.).

Time commitment

Filling the role of Trustee is a big commitment and it's difficult to set an exact time commitment required to fulfil this role effectively. Opportunities and challenges throughout the year can dictate the time requested from an active trustee. We estimate that

cumulatively, Trustees of DSUK give approximately 6-8 days per year. Time is typically spent by:

- The Board meets at least 4 times per year. Meetings generally last about 2.5 hours. For the foreseeable future meetings will take place by video conference, and this will remain an option in future.
- Board papers are usually issued one week in advance of the meeting. Trustees are asked to have read all papers ahead of the meetings.
- Trustees will be asked to join Board sub committees. Sub Committees usually meet no more than quarterly and these are generally shorter meetings (approx. 1hr).
- The Board get together for a strategy weekend once per year, usually including an overnight stay.
- Trustees are asked to support fundraising activities, either in attendance or by supporting networking/marketing activities.
- Trustees are asked to be available to the senior management team to offer advice and support on specific initiatives when required.

Role and Personal specification

The main responsibilities of the Trustees/Directors, which is a non-Executive role, within DSUK are as follows:

1. To actively serve on the Governing body of DSUK (and possibly a subcommittee). Ultimately Trustees/Directors have accountability for ensuring the success and compliance of the organisation. Also, that it is well run and meets its charitable objectives as set out in our Articles of Association.
2. To give strategic direction, agreeing policy, outcomes and outputs.
3. To act as a critical friend of the organisation – challenging and supporting your fellow Trustees and the CEO where appropriate.
4. To ensure adherence to the specific statutory duties of a Trustees/Directors as set out in the Companies Act, the Charities Act 2011, and the Charities (Protection and Social Investment) Act 2016. A Trustee/Director may also be known as a Board member. The company, which is limited by guarantee, is also a charity registered with The Charity Commission and the Office of the Scottish Charity Regulator (OSCR)
5. To use skills, knowledge, expertise, experience, and networks to assist in supporting the development of DSUK.
6. To attend and contribute new ideas to Board meetings (normally four meetings annually, plus any sub-committee meetings), and any development days.
7. To scrutinise Board papers and lead discussions focusing on key issues.
8. To participate in sub-Committees and work with staff accordingly.
9. To act as an Ambassador for DSUK, to promote DSUK, and where appropriate to support fundraising efforts.
10. To uphold the values of the organisation.
11. To monitor the performance of the Chief Executive, and the Senior Management Team, as appropriate.

Person specification

At board level: A Trustee is expected to collaboratively take part, contribute and challenge the CEO on strategic decisions. A Trustee is also expected to coach and guide the CEO in their role. At team level: A successful Trustee is expected to take interest in nurturing and coaching the senior team and to proactively share ideas, contacts and business opportunities with the CEO and the wider team. With this in mind the ideal candidate will have:

1. Commitment to and empathy with DSUK's objectives, vision, mission, and values.
2. Outstanding communication, interpersonal and leadership skills.
3. Credibility to represent the organisation externally and play a full and active role as part of the board.
4. An understanding of, and commitment to the charitable/third sector.
5. Integrity, strategic vision, analytical thinking and good independent judgement.
6. A willingness to positively challenge the Board and Senior Management Team and introduce new ways of thinking.
7. Ability to work with others to provide appropriate governance and support the strategic success of the organisation.
8. Tact and diplomacy with the ability to listen and engage effectively.
9. Experience as a non-executive director is not essential but you will be able to demonstrate a commitment to ensuring good governance and transparency.

We are particularly interested to hear from applicants who have experience of living with a disability, and/or managing a long-term condition, and/or their friends and family. We would also particularly welcome interest from applicants with a passion for snowsport.

At present, we are seeking Trustees with experience in one of the following areas:

- **Fundraising (and Corporate PR)**
- **Health / rehabilitation through sport**
- **Snowsports Industry**
- **Safeguarding**
- **Health and Safety**

Remuneration, and how to apply for the role

Although this is a voluntary position, reasonable expenses for travel and subsistence will be reimbursed.

The appointment will be for a fixed term of 3 years. Trustees can serve a maximum of two terms.

If you are interested in this exciting opportunity, please send a CV, and personal statement outlining what you would bring to the board and how you meet the role requirements. Each

document should be no more than two sides of A4. A video statement of no more than 5 minutes may be used in place of a written personal statement.

Applications should be sent marked private and confidential – Trustee application, to Carmel.Teusner@disabilitysnowsport.org.uk

For an informal discussion, please contact Mark Kelvin, Chief Executive on mark.kelvin@disabilitysnowsport.org.uk

Applications are open until 29th November 2020.

An open information session will be held via Zoom on **19th November 2020** at 18:00. This is an informal opportunity to hear more from some of the team (including the CEO and serving Trustees). There will also be an opportunity to ask any questions that you may have. To register for this event please email Catherine.rose@disabilitysnowsport.org.uk

Shortlisted candidates will be contacted and be offered an interview with two current Trustees. These will take place w/c **14th December 2020**.