



**Girlguiding**  
North West England

## **Trustee Application Pack**

Closing Date  
17 June 2024 9am

# This pack contains the following:

<b>Message from Girlguiding North West England</b>	<b>Page 2</b>
<b>Girlguiding North West England background information</b>	<b>Page 2-3</b>
<b>Trustee Person Specification</b>	<b>Page 4-5</b>



## Message from Girlguiding North West England

Hello,

Thank you for your interest in becoming a Trustee of Girlguiding North West England.

We are delighted to enclose our recruitment pack, which I hope will give you a better understanding of our charity, the opportunities which lie ahead for us, and what we need to do to achieve our goals.

We currently have exciting opportunities for people to get involved in an engaging, decision-making trustee role for Girlguiding North West England, a charity that is committed to helping all girls know that they can do anything.

We are specifically looking for people who are not members of Girlguiding but who align with our mission and values 'whoever they are, wherever they're from, girls can do anything'. We are particularly interested in people who have expertise in the following areas; property law or management, charity law, HR or IT. Please do not feel that you need all those skills to be considered for the role.

Girlguiding has a rich history of over 110 years, the North West Region is a charity in its own right and was set up in 1971. Girlguiding provides girls with opportunities to explore, have fun and know that they belong. Through fun, friendship, challenge, and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We currently have over 44,000 members of which around 9,000 are adult volunteers, we are the largest girl only charity across the region.

Our region covers 18 counties. We work with counties from the top of Cumbria to the bottom of Cheshire, including the Isle of Man and just recently we have just welcomed the 18<sup>th</sup> county to our region which is Girlguiding British Overseas Territories, this new county consists of 9 British Overseas Territories (Anguilla, Bermuda, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Saint Helena and Ascension Islands and Turks and Caicos into the region structure. We are lucky to live in such a diverse region, with access to a wide range of urban and rural facilities. Within our region, you'll find 51% of the UK's most deprived areas, and we want to ensure that all girls across our region are able to access the same amazing opportunities that are on offer to our current membership.

Find more information here about our region; <https://www.girlguidingnwe.org.uk/about-us/our-region/#maps>

The charity is governed by a board of trustees who will meet on a regular basis to provide strategic direction, oversight of the work of the charity and to give support to the Executive Manager.

Our commitment to EDI is woven into the fabric of our governance. We recognise that a diverse trustee body brings a wealth of perspectives, experiences and insights that are vital for effective decision-making and for fostering innovation. Our EDI objectives focus on creating an environment where every trustee feels valued and empowered, regardless of their background, identity, or lived experiences. We actively seek to attract trustees from a range of diverse backgrounds, ensuring that our leadership reflects the communities we live in. Through our commitment to EDI, we are cultivating a trustee body that champions inclusivity and helps shape a more equitable future for all.

We will be looking to recruit a diverse team of Trustees with complementary skills and expertise that will enable us to work together to make the best decisions for our charity.

An exciting future lies ahead for us. If you believe you can contribute to the continued growth and development of Girlguiding North West England, I hope that you will apply to become a Trustee and look forward to hearing from you.

Rona Rommel  
**Chair of Trustees & Region Commissioner**  
**Girlguiding North West England**

Kelly Hunter  
**Executive Manager**  
**Girlguiding North West England**

## **Are you looking for a new experience? Want to be part of a supportive community? Feeling charitable?**

Girlguiding North West England is currently looking for new Trustees to help us strengthen and govern the organisation.

### **This will be a Non-Remunerated Role**

If you would like more information on what we do, please visit our website:

<https://www.girlguidingnwe.org.uk>

### **Statutory Duties of Trustees**

1. Make sure your charity's carrying out its purposes for the public benefit
2. Comply with your charity's governing document and the law
3. Act in your charity's best interests
4. Manage your charity's resources responsibly
5. Act with reasonable care and skill
6. Make sure your charity is accountable

More information can be found here; <https://www.ncvo.org.uk/help-and-guidance/governance/responsibilities-for-boards/the-legal-duties-of-trustees/>

In addition to the above statutory duties of all Trustees, each Trustee should use any specific knowledge or experience they have to help the Board of Trustees reach sound decisions. This will involve:

- Scrutinising Board papers
- Leading discussions
- Focusing on key issues
- Providing guidance on new initiatives
- Other issues in which the Trustee has special expertise
- Attend meetings, and to read papers in advance of meetings
- Attend sub-committee meetings as appropriate
- Participate in other tasks as arise from time to time, such as interviewing senior managers, helping with fundraising
- Keep informed about the activities of the organisation and wider issues which affect its work

The important qualities we are looking for in applicants include skills, experiences and personal attributes that can make a difference, which may include;

- Commitment to the charity
- Ability to devote necessary time and effort
- Strategic vision
- Good independent judgement
- Ability to speak their mind

- Understanding and acceptance of legal duties, responsibilities, and liabilities of being a Trustee
- Ability to work as part of a team
- An enthusiasm to improve the lives of younger people and the wider community by providing adventure and fun
- Applicants with skills, experiences and personal attributes that can make a difference
- A background in governance and leadership, people management, financial management, operations of a business or charity, HR, digital expertise, marketing, fundraising, equality, diversity and inclusion
- Representatives from any of Girlguiding North West England stakeholders would be an added bonus

**This volunteer role will require completion of a 'Fit and Proper Person Declaration' and potentially an Enhanced Disclosure and Barring Service check**

For more information or informal discussion, please contact [rona.rommel@girlguidingnwe.org.uk](mailto:rona.rommel@girlguidingnwe.org.uk) or [kelly.hunter@girlguidingnwe.org.uk](mailto:kelly.hunter@girlguidingnwe.org.uk)

Please apply by the Google form here - <https://forms.gle/e2NwYvgGNZZqsWae9>  
The Trustee application form is also available in large print on request.

**The deadline for applications is Monday, 17 June, at 9am.**

Girlguiding North West England is an equal opportunities employer and any discrimination or harassment on the grounds of colour, sex, race, nationality, religion, ethnic origin, sexual orientation, disability, marital status, domestic circumstances, trade union membership/non-membership, or age will not be tolerated.