

Bromley Experts by Experience Trustee Role Profile

Trustee Board Member

Who are Bromley Experts by Experience:

Bromley Experts by Experience (X by X Bromley) is a very small, but ambitious, Deaf and Disabled* People's Organisation (DDPO) based in Bromley. We have just over three FTE staff members (across five part-time roles, most fixed term) and a small group of volunteers.

As a Deaf and Disabled People's Organisation, **all of** our Staff, Volunteers and Trustees bring with them lived experience of disability or as a carer*. The lived experience of our staff, trustees and volunteers means that we understand first-hand the challenges and barriers to independence and inclusion local Disabled people and carers face. This helps us to engage well with local Disabled people and genuinely involve them in developing and influencing services.

Areas of expertise we are prioritising

We are especially seeking trustees with expertise in one or more of these areas:

- Fundraising Strategy:
 - Supporting X by X Bromley to sustain, maximise and diversify income streams and fundraising activity.
 - Supporting the development of a Fundraising Policy and Plan of Action.
 - Building and maintaining relationships with funders and commissioners.
- Human Resources:
 - Supporting DCEO, ensuring X by X Bromley complies with relevant employment laws and regulations.
 - Advising on good practice in staffing and HR matters.
 - Supporting the development, and review of, HR policies and procedures.
- Legal and Policy:
 - Guiding on relevant legal and policy matters, including contracts and governance.
- Organisational Strategy:
 - Supporting Senior Management Team to shape our strategic direction and plan for implementation.
- Secondary and Further Education.
 - Supporting X by X Bromley with advice for a brand-new stream of Youth work in education settings.

IMPORTANT: As a Deaf and Disabled People's Organisation, our governing articles require that our staff, trustees and volunteers bring with them lived experience of disability (self-identified or otherwise). You can find out how we define this at the bottom of this role profile.

Why this role is important

Trustees at Bromley Experts by Experience play a vital role, collaborating with the Chair, fellow Trustees and the Senior Management Team to set a clear and strong strategic direction for the organisation. You will ensure that Bromley Experts by Experience is delivering against its charitable objectives and working in line with our governing documents. You will also support Bromley Experts by Experience to grow and develop as an organisation by combining your lived experience and professional expertise in a specific field, enabling us to become more impactful and effective.

As a trustee, you are also responsible for ensuring that Bromley Experts by Experience uses its resources effectively and efficiently to deliver its charitable purposes and continue to provide benefit to our members, beneficiaries and local Deaf and Disabled people.

Responsibilities of Trustees

- Ensure that Bromley Experts by Experience operates in accordance with its governing documents and the law
- Set a clear and strong strategic direction for the organisation
- Ensure that Bromley Experts by Experience uses its resources (financial and otherwise) effectively and efficiently to deliver its charitable purposes
- Manage risks responsibly, avoiding exposing Bromley Experts by Experience to unnecessary risk and taking appropriate steps to mitigate risks
- Make decisions about Bromley Experts by Experience's policies and strategies
- Be an ambassador for Bromley Experts by Experience, promoting our work and values

What we ask of you

- Trustee Board Members should expect to serve for a minimum of 12 months.
- Trustee Board Members are required to attend scheduled meetings with some ad hoc meetings where necessary.
- It is anticipated that the time commitment will be an approximate average 1.5 hours per week. This will mainly comprise of:
 - Board meeting attendance (plus preparation and minutes) every 8 weeks.
 - AGM attendance (plus preparation and minutes)
 - Supporting our annual Disability Pride event.
 - Occasional scheduled meetings with senior staff and/or Chair.
- As we are a very small charity, there could be occasions when extra time will be required (e.g. during the planning of new projects or dealing with any particular difficulties that arise), or where additional support would be appreciated (e.g. attending events, meeting members at project days)

Key Skills and Qualities

- Lived Experience of disability (Can be self-identified, see below for definition)
- A belief that Disabled people can and should be actively welcomed and included in our communities. An understanding that it is barriers in society that make that harder. This is called the Social Model of Disability.
- Strong organisational skills.
- Experience of how Trustee Boards operate and of effective charity governance
- Accuracy and efficiency with an eye for detail.
- Good interpersonal and communication skills, communicating in a way that is accessible to you.
- Possess and demonstrate integrity, objectivity, accountability, and honesty.
- An effective team worker, contributing an independent perspective.
- Understanding of the legal duties, responsibilities and liabilities of trusteeship and the financial aspects of running a charity.
- A genuine interest in local communities and people.
- Commitment to Bromley Experts by Experience's aims, objectives and values.

You must be legally eligible to stand as a registered Company Director and Charity Trustee. Having had previous experience as a trustee of a voluntary organisation is an advantage.

We require a DBS Check to be completed for all Trustees.

We're especially seeking trustees with expertise in one or more of the following areas:

- Fundraising Strategy
- Human Resources
- Legal and Policy
- Organisational Strategy
- Secondary and Further Education

Who Do We Mean by Disabled People?

* We follow the Social Model of Disability and our definition of Disabled person includes anyone who faces barriers in society, including:

- People with physical impairment.
- People with visual impairment.
- Deaf people.
- People with hearing impairment.
- People who are neurodivergent.
- People with learning difficulties/disabilities.
- People who experience mental health conditions/mental distress.
- People with long-term health conditions.