



JOIN OUR BOARD

POPS' TRUSTEE RECRUITMENT PACK

2021



ARE YOU PASSIONATE ABOUT PEOPLE?

DO YOU BELIEVE IN JUSTICE?

CAN YOU SEE THINGS FROM ANOTHER PERSPECTIVE?

YOU COULD BE A POPS' TRUSTEE.

WHO ARE WE?

POPS (Partners of Prisoners and Families Support Group) has over 30 years experience as a recognised and reputable provider of support services to offenders' families, offenders and their children. We were established by prisoners' families at a time when support for families and friends was non-existent.

Throughout our growth from a small peer support group, to a charity with national influence, we have placed the user voice front and centre of all we do. We are committed to promoting equality and tackling discrimination within the Criminal Justice System, particularly with, and on behalf, of black prisoners.

We are known for our passion, commitment and creativity and have built many long-standing partnerships with a reputation for being a 'critical friend'.

POPS' is proud to have a passionate and dedicated board. We are now looking to diversify our team and expand our skills, perspectives and experience.

WHO ARE YOU?

As a POPS' trustee the commitment and energy you display will make a direct difference to the charity and everyone it helps. It is important to us that you have a passion for people and for breaking down barriers. We are looking for individuals with open minds, creativity and insight. You don't need to have a criminal justice background, simply to be dedicated to creating a fair society for everyone, no matter their background. You must demonstrate:

- a commitment to the organisation and its objectives
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- a willingness to devote the necessary time and effort to their duties as a trustee
- good, independent judgment and an ability to contribute towards decision making
- an ability to work effectively as a member of a team

We are especially interested in hearing from people who have marketing, IT (digital), research and fundraising experience. We particularly want to hear individuals from BAME populations and service users.

CONTACT US

If you are interested and would like an initial discussion, please contact Diane Curry OBE on

dianec@partnersofprisoners.co.uk

0161 702 1000.



THE ROLE

Being a trustee is also immensely rewarding, providing both expected and unexpected opportunities for personal development. As a member of POPS' board you would be utilising your specific skills and experience to offer stewardship to the delivery of our organisational strategy.

The duties of a trustee are to:

- ensure compliance with POPS' governing document and any other relevant legislation or regulation;
- ensure that POPS pursues its objectives as defined in its governing document;
- represent the company at functions and meetings as appropriate;
- ensure the effective & efficient administration of the organisation;
- appoint and support the performance of the CEO;
- help the board of trustees reach sound decisions by scrutinising board papers and providing advice and guidance requested by the CEO on new initiatives, or other issues;
- participate in other tasks that arise from time to time, such as interviewing new staff, helping with fundraising;

The initial commitment for a POPS' trustee is three years. You will be required to attend 4 board meetings a year plus up to 3 subgroup meetings as appropriate. These normally take place in Manchester but are currently taking place virtually. Reasonable travel expenses will be paid in line with our trustee policy. You must also be over 18 years of age.



HOW TO APPLY

To apply please send your CV and supporting statement (no more than 2 sides of A4) to POPS' CEO, Diane Curry OBE, explaining how you believe your skills and experience meet the requirements of the role.

dianec@partnersofprisoners.co.uk

Please be aware that Section 72 of the Charities Act 1993 disqualifies people who:

- have been convicted of any offence involving dishonesty or deception;
- have been adjudged bankrupt or sequestration of their estate has been awarded and (in either case) they have not been discharged;
- have made a composition or arrangement with, or granted a trust deed for, their creditors and have not been discharged in respect of it;
- have been removed from the office of organisation trustee or trustee for an organisation by an order made by the Commissioners or by the High Court, on the grounds of any misconduct or mismanagement in the administration of the organisation for which they were responsible or to which they were privy, or which they by their conduct contributed to or facilitated;
- have been removed, under Section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 (powers of Court of Session to deal with management of charities), from being concerned in the management or control of anybody;
- are subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429(2)(b) of the Insolvency Act 1986 (failure to pay under county court administration order).