

Board Member Recruitment Pack

April 2024



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A message from our Chair



Many thanks for your interest in joining the NDTi Board.

Our work is all about celebrating difference in communities. Our pioneering work spans policy development, consultancy, training, and is based on findings from research and evaluation.

As our name suggests, we're all about inclusion and coproduction too; with people's voices and stories at the centre of what we do, we stand a better chance of ensuring that people who risk being excluded have the same opportunities as everyone else and that includes becoming Board members.

We're looking for fresh voices and experiences. Over 30 years we've achieved some fantastic work by involving people from diverse backgrounds with personal experience of what's possible in our communities, services and supports. It's important to us that we

take further steps to ensure our Board is diverse in experiences, age and thinking.

We are looking for new members who wholeheartedly share our commitment, values and belief in NDTi's vision, particularly reflecting:

- Lived experience of services and supports as a 'personal expert', either as someone with life experience or as a family member or carer
- People from different ethnic backgrounds
- Those with learning disabilities or neurodiversity

You do not need experience as a trustee. Alongside experience, we are keen to recruit some trustees at the earliest stages of governance and being on a board.

The information attached sets out how the Board meets and works. You can find out more about our Board members here.

We look forward to hearing from you and following up on your interest.

Andrew Cozens
Chair

About NDTi



We are a social change organisation working to inspire an inclusive society where people can live the life they choose.

NDTi started in 1992. Over the years there have been many changes, but our core purpose remains the same. Through our change and development work, research and evaluation and best practice examples, we inspire and support policymakers, services and communities to make change happen - change that leads to better lives.

Partnership, co-creation and sharing learning are central to NDTi's philosophy. Our work is funded through direct commissions from national and local organisations, partnership funding and through grants from charitable trusts and other grant giving bodies. Coproduction and collaboration are fundamental to the way we work and ensures that we include a diverse group of voices in all that we do. We believe this

is what helps us to research and develop sustainable change with the people we work with.

Recognising that expertise comes in many forms, we strive to include different voices and experience at all levels within our organisation including board membership. It's important for us at NDTi to be representative of society and we are particularly keen to increase the diversity of our Board.

Whilst our Board of Trustees, chaired by Andrew Cozens, take a strategic overview of NDTi's work, the day-to-day management responsibility rests with our two Executive Directors, Bill Love and Sally Richens. They are supported by our passionate team, who lead on particular themes of work alongside providing expertise in communications, human resources and finance.

After 30 years, NDTi remains an independent, not-for-profit organisation registered with the FCA.



Our work

NDTi People are committed to inclusion, partnership, coproduction and shared learning. We believe in creating innovative, fresh approaches that work.

Through our change and development work, research and evaluation and best practice resources and publications we help organisations rethink what's possible and turn it into sustainable change. Change that leads to better lives for the people who live in our communities.

Here at NDTi we're looking to the future, what that means for us as an organisation and for those we work with and drive change for. [Our 2023-2026 strategy](#) details our future vision.

Our core purpose is inclusion. Through our work and our interactions with others we aim to create and enable impact whilst growing our reputation and profile as:

- a brilliant, values driven organisation,
- a partner of choice, and
- a modern, diverse resilient and robust not for profit.



Our vision and values

We believe in a world where everyone matters.

We work to inspire an inclusive society where people can live the life they choose.



Our priorities



Equal lives

What we do will always focus on wider life outcomes. We want individuals and groups at risk of exclusion from community and wider society to have the same life opportunities as everyone else.



Rethinking organisations

We work alongside and listen to:

- People who use services
- Communities
- Staff teams
- Strategists
- Elected representatives

By doing so we aim to recognise and understand the thinking and systems that prevent organisations from delivering the services and supports people want and need.



People's voices

People's voices are at the centre of every action and change we help to make. We seek to ensure that people are heard in all of the decisions and changes that affect their lives, from their own personal supports to wider questions of community, civic life, and public policy.



A great NDTi

Our team, board, associates and partners all contribute to NDTi's success. The values, approach, skills, knowledge, professionalism, and commitment across NDTi create relationships that drive trust and enable innovation and change to happen. Continuing to invest in and support our people well is vital to achieving the change we want to see.



Human Rights

Underpinning everything is human rights. We believe that people live their best lives when the society they live in, and the services and organisations they access, protect, promote and respect their human rights.

About the roles



Here at NDTi we're looking to the future, what that means for us as an organisation and for those we work with and drive change for.

It's important for us to be representative of society and we are particularly keen to increase the diversity of our Board, including having people from different ethnic backgrounds and those with learning disabilities or neurodiversity.

We're looking for different appointments:

We want our board to represent our communities with diversity of thought and lived experience. We're particularly interested in applications from young people under the age of 35, including those with no board experience, and people from historically underrepresented backgrounds.

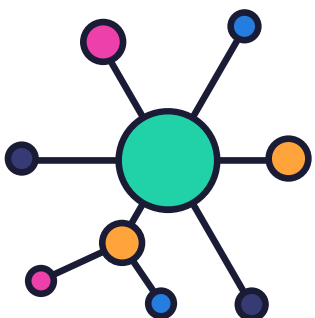
However, we'd love to hear from you, whoever you are, if you have the social purpose that is so core to this role. All you need is a curious and open mind, a commitment to our purpose and to think and act in line with our values.

Reach and influence: All our work is about learning. We research, gathering evidence of what works and what doesn't, we evaluate and capture learning which can inform policy and help change lives. We have a great story to tell, and we are looking for someone who can bring their media relations, marketing and communications and policy influencing skills to help us tell that story. Through the lessons we learn from our work and the voices of those with lived experience. We want to broaden our reach, impact, influence, and profile and are looking for someone who can help us achieve this.



"I believe being able to have an oversight of NDTi's work is really valuable. I have been able to support the organisation and Board to think strategically and work collaboratively. I bring challenge to the Board from being a person with lived experience. I think board members appreciate this."

Scott Watkin
NDTi Board Member



Society, people and places: We understand that to have an equal life people need more than health and social care. We recognise the interconnectedness of other areas of people's lives. This might be their job status, poverty, where they live, their connections, access to opportunities and wider public and community services etc. As such, we want to strengthen our knowledge and understanding, bringing in community engagement and development or social and economic expertise to our Board.

Growing up well, wellbeing, aspiration, and opportunity: NDTi benefits from extensive Board, staff and associate knowledge around children's social care and specifically special educational needs and disabilities. But we know that children and young people experience or are at risk of exclusion due to other factors such as child poverty, limited opportunities due to where they live, household breakdown, abuse, and neglect. We are also acutely aware of the impact of the COVID pandemic on children and young people's lives, particularly around their mental health, social development, and future prospects. We welcome individuals with a broader background in children & young people to join our Board.

Professional expertise: We are known for our consistently high-quality delivery, but we know that this is only made possible through having a strong core to the organisation, providing the knowledge, support, systems, and processes to enable our work. As a not for profit, although we have a brilliant core team, we need people with specialist expertise in governance, human resources, legal, commercial, financing and fund generation.



"I joined the board as someone who had never sat on a board before, and who comes from a different sector, so I was initially excited but intimidated by the prospect. The whole team at NDTi, both board and staff, were incredibly open and welcoming, and the support I received was exceptional in helping me feel comfortable and part of the team. I've had a board buddy, and lots of opportunity to learn and contribute, and I love being part of an organisation doing such impactful work and which reflects deeply, not only on what, but on how work is done. I'm now the Chair of the People and Culture Sub-Committee, something which wouldn't have been possible without the fantastic team. I would urge anyone unsure about joining to feel confident that you'll receive a huge amount of support and encouragement, as well as opportunities to learn and grow."

Hannah White-Steele
NDTi Board Member

Role description

- Reports to:** Chair of the Board
- How often:** At least four times a year (details below)
- Where:** Board meetings take place online or in venues across the UK (most often in London)
- Money:** Expenses for travel and out of pocket expenses can be claimed
- How long:** Three year term (maximum tenure 3 x three year terms)



Purpose of the role

The role of a Board Member is to ensure that NDTi fulfils its duty to the people who we are concerned with (indirect beneficiaries of our work). Members do this by contributing different knowledge, experiences and skills gained from a diverse range of backgrounds and delivering NDTi's vision, mission and values.

The Co-operative and Community Benefit Societies Act 2014 defines the Board of Members as being the main governing body with ultimate responsibility for the society. NDTi's Members are responsible under the society's governing document for controlling the administration and management of the organisation.

Your duties as a Board Member

At NDTi, our Board Members:

- Make sure that we comply with our legal, governing and commercial requirements.
- Contribute actively to ensure that we operate within our purpose and objectives.
- Provide strategic direction to the Executive Directors and leadership team.
- Make sure that our resources are used with due care and ensure short and long term financial stability.
- Act in the best interests of the organisation, fostering new connections, championing our work and safeguarding our good name.



In addition, each Board Member uses their unique skills, knowledge and experiences to help the Board reach sound decisions and aid the Executive Team to develop and grow the organisation.

This may involve scrutinising reports, leading discussions, identifying key issues, providing advice and guidance on new or existing NDTi programmes or offering advice on matters and areas in which the trustee has particular experience or connections.

Time commitment

We hope our members can attend all Board Meetings. Board meetings are held four times a year during normal office hours.

One meeting each year is dedicated to NDTi's 'Away Days'. This is an opportunity for members to join staff and associates to:

- share insights,
- progress, discuss and plan strategic direction and priorities for the year ahead, and
- to convene the society's Annual General Meeting.

When permitted, this is a residential event, starting mid- morning and lasting the whole of the following day.

The other three meetings last approximately three and a half hours and are often held online (using 'Teams') or in London, although the location can vary.

Members serving on sub-committees are required to convene when needed, most often on an ad-hoc basis. Committees can meet in person or virtually and all members need to have access to an internet-enabled computer to access papers and resources and join remote meetings.

All Board Members are encouraged to connect with the wider NDTi team, most commonly in an area of the organisation that the member holds a special interest in, and can therefore provide operational leads with advice, guidance, policy or business insights.

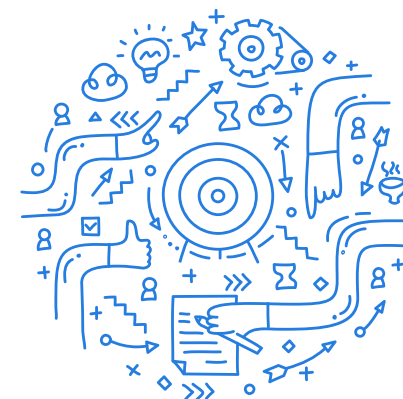
Person specification

Each Board Member must have:

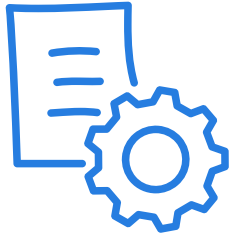
- A commitment to the mission and values of NDTi.
- A willingness to devote the necessary time and effort to NDTi, together with a willingness to act as an ambassador to external bodies and organisations.
- A willingness to abide by the Code of Conduct for Members.
- A willingness to speak their mind and provide constructive challenge and scrutiny.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Board Member.
- An ability to work effectively as a member of a team and to take decisions for the good of NDTi.
- A willingness to allow the Chief Executive and staff to make reasonable decisions and to act within the limits prescribed by the Board
- Integrity and trustworthiness
- Good, independent judgement
- An ability to think creatively

Specific expertise:

- Experience of being a user of health and social care services or being a family carer for someone with experience of using services.
- Contribution to, or knowledge in an area of specific interest to NDTi and the organisations work themes and programmes.
- Current or past work within the public, private or VCSE sector across communities, health, social care, children's services, education or wider relevant area.
- Knowledge in finance, legal services, communications or governance.



How to apply



When you are ready to apply

Please email a short supporting statement setting out why you are interested in becoming an NDTi Board Member and how your values align with those of NDTi to getonboard@ndti.org.uk.

We're happy for you to use a format that works best for you, and you are welcome to also attach an up-to-date CV (no longer than two pages).

What happens next?

The closing date for applications is Monday 22 April 2024.

We will look at all applications and, if shortlisted, we will invite you to meet with our board recruitment panel.

Meetings with our panel are planned for 7 May.

We hope to invite potential new members to shadow a Board Meeting in June, and join us for our Away Days taking place on 19-20 June.

If you would like an informal chat about the role before applying or would like support or assistance with the application process, please email getonboard@ndti.org.uk and we will arrange this for you.



www.ndti.org.uk

