

## **Coquet Trust: Additional Trustee**

Coquet Trust wishes to add a Trustee to the existing Board to increase our diversity and our available skill sets. All trustee roles, including that of Chair of the Board, are unpaid.

We are looking for someone who shares our values and philosophy (see Further Information below) and who wishes to contribute to improving the lives of people with learning disabilities and additional complex needs.

Our service users range in age from children to older people, and from those with severe and complex needs requiring full time support to those able to live largely independent lives with only occasional support.

### **What are we hoping for?**

#### ***Knowledge of Learning Disability***

You will have an awareness of the local and national issues affecting people with learning disabilities, and some awareness of historical factors.

Direct experience of people with difficulties similar to our service users is not essential for this post, but personal or family experience of people with learning disabilities is seen as advantageous.

#### ***Skills and Experience***

We want a Trustee who can think strategically and innovate within a charitable or social enterprise setting. Ideally you will have knowledge of at least one of

- Finance and Accounting
- Corporate governance,
- Grant applications and/or fundraising,
- Marketing and/or business development

We are particularly interested in candidates with knowledge or experience of the care provision sector, and of national inspection regimes, assurance, performance and service improvement.

### **How to Apply**

By a CV, plus a written statement (1 side of A4) including why you wish to become a Trustee, and what you believe you can offer the Trust.

Please submit your application by one of the following:

Post

Email to [enquiries@coquettrust.co.uk](mailto:enquiries@coquettrust.co.uk)

### **Appointment**

By Trust Board interview.

## **Further Information**

### **Statement of Purpose**

The Coquet Trust is a Registered Charity, set up to help those with learning disabilities by providing support in the home and in the community. We do this by:

- Helping people to live in their own home by giving advice on paying bills, budgeting, sorting out rent, etc.
- Arranging activities in the wider community
- Suggesting new interests and finding ways to make these possible
- Drawing up a list of things to do that are fun as well as educational
- Building links with the community which benefit everyone
- Working out a plan to increase self-confidence and develop new skills.

### **Our Service Aims**

- To offer people supported by the Trust a consistent good quality and value service in accordance with their needs
- To act as a caring, fair and responsible employer offering choice, rights and furthering independence for service users
- To encourage the development and training of all employees and individuals
- To encourage a philosophy where dignity and respect are fundamental in our everyday lives
- To encourage participation, involvement and integration within the community in line with the nationally accepted O'Brien principles (see below)
- To manage the Trust business effectively and efficiently
- To maintain sufficient surplus funds within the Trust to ensure its continued development
- To act at all times with honesty and integrity and within legislative and regulatory requirements
- To work in partnership with Social Services, care agencies and housing providers to ensure quality standards are continuously achieved and improved upon.

## **Coquet Trust Model of Care**

Coquet Trust believes in an ethos in which the experiences of the individual are paramount and any systems of quality assurance will be linked to such experiences.

We believe the experiences of the individual must never be overlooked, and that the person centred plan is the starting point that will ensure this.

We aim for a model of service provision that passes the O'Brien 5 Accomplishments. This means that the service provided by Coquet Trust will always strive to achieve:

- Presence in the Community
- Promoting Choice and Protecting Rights
- Developing Competence
- Promoting Dignity and Respect
- Community Participation – growing in personal relationships

This requires the employment of staff and trustees who believe people with a learning disability have the same rights, needs and responsibilities as others.

## **What does a Trustee Do?**

The main requirement is to take part in regular Trustee Board Meetings at Coquet Trust, Lansdowne Terrace, Gosforth (normally on the 3<sup>rd</sup> Tuesday every 2 months).

That includes advance reading in preparation for meetings and carrying out follow up tasks as agreed.

The Trustee Board has the ultimate responsibility for directing the affairs of Coquet Trust, delivering the charitable objectives for which it was set up, and ensuring it is solvent and well run.

All trustee roles, including that of Chair of the Board, are unpaid.

The Board's key tasks are:

- To jointly formulate strategic objectives, oversee their implementation, and contribute to the long term sustainability and growth of Coquet Trust;
- To ensure that Coquet Trust operates within relevant legal and financial frameworks; and
- To ensure that Coquet Trust operates within the terms of its constitution- including that policies and practices are in keeping with Coquet Trust's charitable objectives.

January 2020