

A man with dark curly hair and glasses is smiling and looking to his left. He is wearing a blue polo shirt under a dark grey zip-up hoodie. He is seated in a black wheelchair. In front of him is a wooden table with a white mug, a glass of water, and a bottle of water. The background is a plain, light-colored wall.

**barn
wood**

Barnwood Trust

Welcome Pack

Registered charity number: 1162855



Colin Smith, Chair of Barnwood Trust

Welcome from Colin Smith

Chair of Barnwood Trust

Thank you for your interest in becoming a Trustee of Barnwood Trust.

Barnwood is not your typical funder. We drive forward change so that disabled people and people with mental health conditions have choice of opportunities, access their rights, and are included where they live.

We bring people together for a different conversation and explore big ideas. Through learning and collaboration, sharing research, and looking for better ways to fund, Barnwood makes a difference in Gloucestershire.

Some highlights from the last year illustrate the range of work that the Trust undertakes:

- 516 grants awarded to disabled people and people with mental health conditions for items ranging from gym memberships to laptops.
- 185 organisations partnered with us to make change happen in Gloucestershire on disability and mental health issues.
- 96 Funded Partners received funding to deliver activities in Gloucestershire ranging from service delivery to core costs.
- 31 Barnwood Circle members collaborated with us on 6 co-design projects.
- £2.47m in grants awarded to charities in Gloucestershire working directly with disabled people and people with mental health conditions.

At Barnwood, we are a mixed group of people with lived experiences of disability, mental health and neurodivergent conditions, and passionate allies. We are seeking to recruit up to two new trustees in 2024.

We are committed to building a Board of trustees that reflects our communities in Gloucestershire. We welcome applications from people with diverse life experiences.

Our trustees share a passion for social justice and for improving the lives of disabled people and people with mental health conditions. Lived experience is as valuable to us as education or work experience. You do not need previous experience as a trustee to apply; we will provide support and training to enable you to play your full part on the Board.

Being a trustee gives you a chance to use your skills and experience to impact the lives of others – to make a difference in Gloucestershire. It provides a development opportunity; a way to gain insight and expertise, as a part of a collaborative and dedicated volunteer team.

At this point in the information pack, you may be unsure if this role is for you. But please do read on. If you want to find out more, get in touch with our Chief Executive Sally Byng for a conversation by booking in time with her via calendly.com/sallybyng/trustee-information.

Alternatively, you can join one of our online sessions on **Tuesday 1st October 4:00 – 5:00 pm** and **Friday 11th October 10:00 – 11:00 am**.

You might also like to hear from some current Board members about what it's like to be a Barnwood Trustee – [\[Watch here\]](#).

Applications close at **12.00 noon** on **18th October** and interviews will be held on **Monday 11th November 2024** between **4:00 pm** and **7:00 pm** and **Wednesday 13th November** between **1:00 pm** and **4:00 pm**.

We look forward to hearing from you.

Best wishes,

Chair of Barnwood Trust

Colin Smith



About the Trust

Barnwood is an independent charitable Trust. We get millions of pounds of funding out into the county every year. But money is only part of the story.

We join with the people, communities and organisations in Gloucestershire's disability and mental health movement – creating change so that disabled people and people with mental health conditions have choice of opportunities, access their rights, and are included where they live.

What do we do? We investigate the long-term, complex issues and barriers faced by disabled people and people with mental health conditions. We share research, develop projects, and run campaigns to influence the change that's needed. We partner with local organisations, involve people with lived experience directly in our work, and look for better ways to fund.

Barnwood Trust was set up over 200 years ago. Today, we are not your typical funder, and we don't work in isolation. Learning and collaboration run through everything we do. We bring people together for a different conversation and explore big ideas.

We listen and add clout where we can, to help make changes happen – building belonging and making a difference in the life of the county.

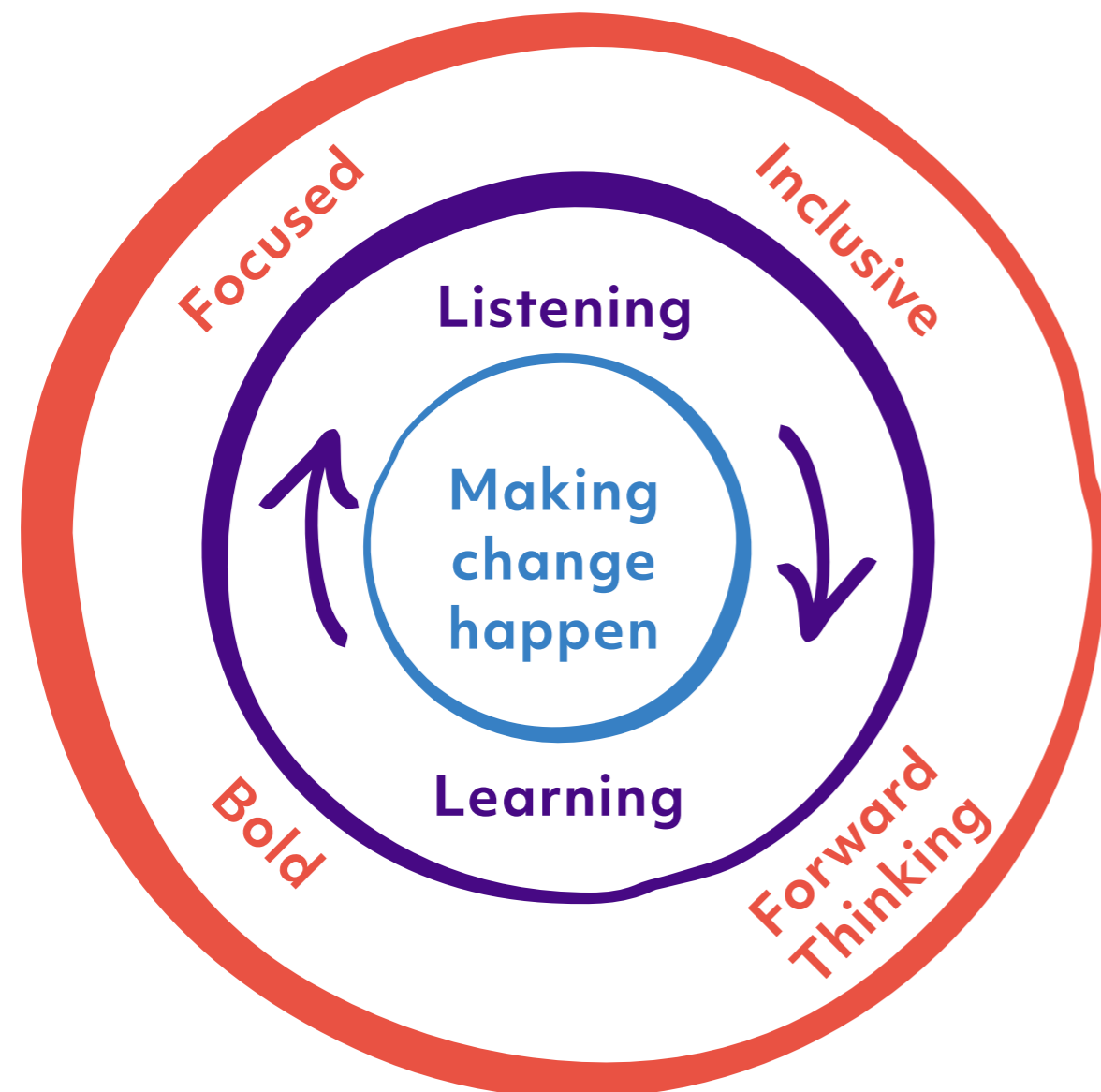
“Gloucestershire will be a better place when disabled people and people with mental health conditions are equal, empowered and their rights are upheld.”



What are we trying to achieve?

Barnwood Trust's objectives are for disabled people and people with mental health conditions in Gloucestershire:

- **To have choice of opportunities that meet their hopes and passions.**
- **To be included and involved in their communities and the places where they live.**
- **To access their rights and see positive change on disability issues.**



How?

Our theory of change is that we fund and influence change, and we take a listening and learning approach – basing our work on evidence and testing what works in collaboration with others.

Listening and Learning

Listening and learning informs the changes we want to make; enables us to take a test and learn approach and to share our learning for longer-term impact. This manifests in a range of ways, from the involvement of disabled people and people with mental health conditions in our work through Barnwood Circle and co-designed projects, to our research and policy function which underpins decisions and actions with local and national evidence.

Funding and influencing change

We carry out a range of change making activities towards our strategic goals of opportunity, inclusion and rights for disabled people and people with mental health conditions. Our current thematic change programmes are Employment, Short Breaks, Access to Nature and Digital Inclusion. Our Funded Partner Programme supports change identified and led by organisations and groups across the county.

More information on our strategy can be found on our website: www.barnwoodtrust.org/what-we-do/how-we-make-change/building-belonging-strategy/

The following example shows how we go about making change happen to achieve our strategic goals: **Short Breaks**

“In 2023, we co-designed a Short Breaks Fund with parent-carers and young people with direct experience of accessing short breaks and respite care. The fund was borne out of research we conducted in 2022 into the short breaks offer in the county. This highlighted that many parent-carers were not accessing the short breaks they needed, and a high proportion of disabled young people had never been asked about the types of short breaks they would like to access.

The funding outcomes set by the co-design group in 2023 were to test and learn how best to remove barriers to access, widen participation, and give young people more say in the activities available to them.

Applications from 15 organisations were reviewed by the panel of young people and parent-carers – 6 of these applications were recommended to the Board, with a total value of £409,603 being awarded in funding. The funded projects began to be delivered in September 2023.

Barnwood’s research, in addition to this Fund, was intended to take the direct experiences of young people and parent-carers and shine a light on how short breaks could better meet their needs. The funding enables both the delivery of activity and the capturing of learning through a community of practice with the 6 funded project leads. This peer group met twice in 2023 and 4 more times in 2024, focussing on each of the funding outcomes, as well as sharing challenges and opportunities together.

The Short Breaks Fund helps us meet our strategic goals that disabled people have choice of opportunities that meet their hopes and passions and are included and involved in their communities and the places where they live. It is hoped that learning from this project funding will lead to a bigger conversation about how to provide more accessible short breaks in the county that are co-designed by disabled young people and their parent-carers.”





The Barnwood Trust - Welcome Pack

Why become a Barnwood Trustee?

Trustees are volunteers from all walks of life who are legally responsible for ensuring that the charity carries out its purpose for public benefit, complies with its governing document, acts in the charity's best interests with reasonable care and skill, ensures accountability, and manages the charity's resources responsibly.

As a trustee, you have the chance to support and shape the work and strategic direction of the Trust, and you can make a significant difference to a cause that matters to you. Trustees aren't involved in the day to day running of the Trust as this is delegated to the staff, but they offer support and challenge to the Chief Executive and Leadership Team to help them run the Trust effectively.

Previous experience on a Board is not essential; it's more important to us that new trustees share our values and bring fresh ideas and new perspectives to the Trust.

Being a Trustee at Barnwood offers the opportunity to gain strategic experience and learn skills, such as teamwork, critical thinking, influencing and negotiation.

The Barnwood Trust - Welcome Pack

What the trustees do

This is defined in our formal 'governing document' which is approved by the Charity Commission. The key shared responsibilities of trustees are to:

- **Ensure the Trust has a clear vision, mission and strategic direction and is focused on achieving these, whilst ensuring that all activities undertaken are within the charitable objects.**
- **Approve and monitor the delivery of the annual work plan ensuring delivery of key projects and milestones.**
- **Ensure the ongoing financial sustainability of the Trust and safeguard its assets for current and future beneficiaries.**
- **Provide guidance and support to the Chief Executive and other senior employees.**

A full description of the role of a trustee can be provided separately by contacting Nicola Mosley nicola.mosley@barnwoodtrust.org or on **07701 281 928**

For more information, see the Charity Commission's 5-minute guides to being a charity trustee here: beingacharitytrustee.campaign.gov.uk/

Our Trust's governance

The Trust is governed by the Board of Trustees. We can have a maximum of 12 members, and we are seeking to appoint up to 2 new trustees in 2024.

Trustees are usually appointed by the Trust Board, for a fixed term of 3 years which can be renewed twice, enabling trustees to serve for a maximum continuous term of 9 years.

Board meetings are held approximately 4 times a year. Each meeting is for up to 3 hours and is usually held during the daytime, although this could be reconsidered if this made attendance difficult. There are also 1 or 2 Board awaydays every year and an Annual Public Meeting.

In addition, there are currently 3 sub-committees of the Board ('Finance', 'Risk & Audit', 'Funding', and 'People, Nominations & Remuneration'). New trustees will normally be invited to join 1 of these sub-committees or an occasional focused short-term working group.

Meetings are generally held in person at the Trust's base in Cheltenham, however, we realise this can sometimes be challenging so we facilitate online or hybrid meetings too. Our offices in central Cheltenham are wheelchair accessible, we have accessible parking as well as accessible toilets on site. We welcome assistance dogs.

The overall time commitment expected from trustees is approximately 12-16 days per year which includes time for preparing for meetings.

Trustees are not paid for carrying out their duties on behalf of the Trust, it is a voluntary role. They can however claim reasonable expenses that are incurred whilst fulfilling the role of a trustee. This might include expenses for travel, childcare, a Personal Assistant or a BSL interpreter, for example.



The kind of person we are looking for

Essential Personal Attributes:

- A desire to make a positive difference to the lives of disabled people and people with mental health conditions.
- A positive attitude, aligned with Barnwood's organisation values of focused, inclusive, bold and forward-thinking.
- A desire to generate goodwill and build relationships with fellow trustees and staff.
- The utmost integrity.
- Strong self-awareness combined with tact, diplomacy and sensitivity.



With the ability to:

- Listen with an open mind and ask constructive questions.
- Challenge constructively.
- Employ thoughtful, considered judgement.
- Engage in collective decision-making.
- Reflect on their own contributions to the Board as a whole.
- Hold and respect confidential and sensitive information.

We welcome applicants with a wide range of professional expertise and lived experiences, as well as people with skills relevant to these ambitions.

Trustees have also signified their strong commitment to increasing the diversity of the Board membership, which may include direct lived experience of disability and mental health conditions; people with experience of relying on government benefits; people of colour; people who are LGBTQI+; young people; and people from all parts of the county.



Focused

Disabled people and people with mental health conditions across Gloucestershire are at the heart of everything we do.



Inclusive

Connecting and collaborating with openness and honesty, we ensure all voices are respected, heard and valued.



Bold

In the face of change and uncertainty we are flexible and confident in finding ways forward.



Forward Thinking

Using our independence, we explore long-term solutions to everyday challenges.



Key areas of interest and development for the Board:

- Centring our work around the voice of lived experience.
- Data and insights sharing for a broader picture of the issues that matter.
- Building Diversity, Equity and Inclusion (DEI) into our practices, our teamwork and people development.
- Connecting to local and national strategic networks and think tanks for social change.
- Sound financial and investment management.
- Social investing and impact investing.
- Modern grant-making.
- Place-based working across the Voluntary, Community and Social Enterprise (VCSE) and statutory sectors.
- Environmental policy and impacts for disabled people and people with mental health conditions.
- Campaigning for change.

How to apply

If you are interested in applying to be a Trustee, please submit, via an online application www.barnwoodtrust.org/about-us/current-jobs/ by **18th October** a short response to the following question:

Why are you interested in the role of trustee at Barnwood Trust, and how do you meet the personal attributes, skills and experience mentioned on pages 16 and 17?

The online application form contains a text box for your response, however, if you wish to send your response in a different format please email recruitment@barnwoodtrust.org

The response should be no longer than 2 pages of A4 or 1200 words.

We would also like you to complete an Equal Opportunities Form, which is separated from your application at source.

We want our application process to be right for you. If you would like the information in a different format or if there's anything you think we can do to make this process more straightforward for you, please contact Nicola.Mosley@barnwoodtrust.org or **07701 281 928**

Here are some examples of what is on offer:

- **A phone call before you apply to discuss the role and ask any questions you may have.**
- **The application pack in an alternative format.**
- **A conversation before your interview if you are shortlisted.**
- **The provision of digital or hard copies of questions to be asked at the interview in advance.**
- **At the interview itself, we can provide BSL interpreters, extra time for the discussion, hearing loops or travel adjustments.**
- **You can of course bring a personal assistant with you.**



Interviews

Interviews will be held on **Monday 11th November 2024 between 4:00 pm and 7:00 pm** and **Wednesday 13th November between 1:00 pm and 4:00 pm**, where candidates will have the opportunity to meet trustees and staff to find out more about what the Trust does.

Ideally, all interviews will be held in person at the Trust's base in Cheltenham, but arrangements can be made to hold them online via Teams if that makes it easier for a candidate.

We will share the names of the panel members and the format of the interview in advance. If you have access needs, we will meet them.



Next steps

All applications will be reviewed anonymously, using applicants' answers to the questions above. A shortlisting panel will agree on which candidates they would like to invite for an interview.

All applicants will be contacted after **4th November** about whether they have been shortlisted or not. All applicants who attend an interview will be offered individual feedback.

Guaranteed Interview

If you have a disability (this includes mental health or long-term health conditions) and have the abilities and personal qualities we are looking for (see pages 16 and 17), we will guarantee you an interview. If you feel you qualify, please ask us to consider your application under the guaranteed interview scheme when you submit your answer to the question set on page 20.

Please note, however, that a request under the guaranteed interview scheme does not guarantee an applicant will become a trustee. Following interview, the best candidates will be offered the role of trustee.

For all applicants, we want to make the process of applying as fair as possible so we will only use your answer to the question to shortlist. Your Equal Opportunities form will be separated from your application when we receive it so that it will not influence the shortlisting.

Useful links

1. Organisational information

Website: www.barnwoodtrust.org/

2023 Annual report: www.barnwoodtrust.org/news/annual-report-2023/

Strategic plan: www.barnwoodtrust.org/what-we-do/how-we-make-change/building-belonging-strategy/

Vision, purpose, values: www.barnwoodtrust.org/what-we-do/vision-purpose-values/

The team: www.barnwoodtrust.org/about-us/our-team/

Chair of trustees: www.barnwoodtrust.org/news/change-of-chair/

2. Policies

Our policies: www.barnwoodtrust.org/about-us/our-policies/

3. Social media and public engagement

Social Media Accounts:

X/Twitter: x.com/BarnwoodTrust

LinkedIn: www.linkedin.com/company/barnwood-trust/

Facebook: www.facebook.com/BarnwoodTrust/

Instagram: www.instagram.com/barnwoodtrust/

YouTube: www.youtube.com/@barnwood_trust

Stories, blogs, news: www.barnwoodtrust.org/stories-blogs/



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