

Role Title: Charity Trustee at Tilehouse Counselling

Overview: As a Charity Trustee, you will play a vital role in the governance and strategic direction of [Tilehouse Counselling](#), a Hitchin based mental health charity providing free or subsidised professional counselling to people aged 13+ living in our [charitable area](#). Trustees are responsible for ensuring that the charity is effectively managed and fulfils its objectives in accordance with legal and regulatory requirements.

We are actively seeking trustees from diverse racial backgrounds, faiths, genders, sexualities and traditions to join our Board. We believe that diversity strengthens our ability to fulfil our mission and serve the diverse needs of our community effectively. We welcome individuals from all walks of life, including those who bring unique perspectives, experiences, and expertise to our board. If you are passionate about making a difference and contributing to positive change in North Hertfordshire and surrounding areas, we encourage you to apply to become a trustee with us.

We are particularly looking for prospective Trustees with;

- Global Majority heritage
- Lived experience of mental ill-health and /or counselling and therapy
- Professional experience in HR, legal, safeguarding, marketing or fundraising fields
- Lived experience of the needs of LGBTQIA+ individuals
- Hindu, Muslim or Jewish faith

Board Responsibilities:

The below responsibilities are collective and an individual Trustee may feel more or less able to lead on any particular area. You don't need experience of all these in order to become a Trustee and training is available.

1. **Strategic Planning:** Collaborate with fellow trustees to establish the charity's mission, vision, and strategic objectives.
2. **Governance Oversight:** Provide effective oversight of the charity's governance structure, policies and procedures to comply with relevant laws, regulations and best practices.
3. **Financial Management:** Review and approve the charity's annual budget, financial statements and financial policies. Monitor financial performance and ensure proper stewardship of resources.
4. **Risk Management:** Identify and assess potential risks to the charity's operations, reputation and financial health. Take proactive measures to mitigate risks and ensure the charity's sustainability.
5. **Fundraising and Resource Development:** Support the development and implementation of fundraising strategies to secure funding for the charity's service. Cultivate relationships with donors, sponsors and funding partners.
6. **Service Oversight:** Review and evaluate the effectiveness of the charity's counselling service in achieving its mission and objectives.
7. **Community Engagement:** Represent the charity in the community and build relationships with stakeholders.

8. **Ethical and Legal Compliance:** Uphold the highest standards of ethical conduct and integrity in all aspects of the charity's operations to comply with relevant laws, regulations and ethical guidelines.
9. **Board Development:** Participate in board meetings and any relevant training and development.

Qualifications:

1. **Commitment to the Mission:** Demonstrated passion for the charity's mission (find out more [here](#)) and a commitment to making a positive impact in the community.
2. **Integrity and Accountability:** Strong ethical values, integrity and a sense of accountability for the effective governance and management of the charity.
3. **Time Commitment:** Willingness to commit time and effort to fulfil trustee responsibilities, including attending meetings, reviewing documents and participating in board activities.

Next Step

If you would like further information, or would like to send an expression of interest, please contact our Chair Richard Hull via counselling@tilehouse.org before **26th April 2024**, with a letter of interest and your CV.