

# **BUTTLE UK** TRUSTEE RECRUITMENT INFORMATION PACK

#### **CONTENTS**

- 01. Welcome from our Chair of Trustees
- **02.** Background information
- 05. Organisational structure
- 06. Buttle UK's Theory of Change
- 08. Information on our Governance & Commitments of a Trustee
- 10. Trustee Role Description
- 11. Person specification
- 12. Background reading
- 13. How to apply & key timings

## WELCOME FROM OUR CHAIR OF TRUSTEES

On behalf of the Board of Trustees, thank you for your interest in a Trustee role at Buttle UK. This is a significant time for Buttle UK as we continue to step up support for children in crisis who have been hardest hit by the COVID-19 pandemic.

Those connected to Buttle UK believe it is a special organisation, because of the direct difference we can make in the lives of vulnerable children and young people by providing items and activities that they are living without. We are proud of the innovative approach we have taken to providing this support, and the efficiency with which we do it. We are also proud of being a forward looking and externally focused organisation that seeks to use the unique insights gained through our grant giving for the wider benefit of children and young people in poverty.

Last year we were able to provide £4.78m in grant funding for children and young people, and we aim to continue an increased level of support over the next 18 months at least, as the long-term aftermath of the pandemic becomes more apparent.

We are looking for two new trustees to join the board in guiding the work of the charity, alongside our Senior Management Team, to support children and young people in crisis across the UK. We are looking for applicants with skills or experience in the following:

- Lived experience/or frontline experience of the issues the children and young people we work with are facing in the UK today.
- Work in/or attend/ed boarding school.
- Grant-making.
- Digital Technology.

We are a charity supporting children and young people, so we would encourage applications from young people over the age of 18. We also particularly encourage applications from black, Asian, and minority ethnic candidates as these groups are strongly supported in our grant-making but underrepresented within our organisation.

Our Chances for Children grants pay for normal things that we would want all children and young people to have, but their parent/s or carers cannot otherwise afford. Not extraordinary, but critical things in their lives.

COVID -19 has worsened the problems so many children were already facing, and those falling into poverty is only continuing to rise. There has never been a greater need for the creative grant giving for which Buttle UK is known.

I hope you would like to play a part with us in supporting children and young people in crisis and I look forward to hearing from you.

Julian Amorrow

**Jill Dinsmore, Chair of Trustees** 

### BACKGROUND INFORMATION

Buttle UK: giving children and young people a chance for change

Buttle UK is a national children's charity that has been helping children and young people who are in crisis to reach their potential since 1953. We do this by providing direct financial support of up to £2,000 through our Chances for Children grants and, for some children whose home environment is disruptive and chaotic, grants which allow them to go to boarding school. We define a crisis as those living in financial hardship and dealing with at least one other challenging social issue.

Chances for Children grants, which we began testing in 2014, are an innovation in the way Buttle UK delivers its grant-giving. Typically, within the grant-giving sector, the focus on supporting individuals has been solely on the emergency provision of single items, such as a cooker or washing machine. However, our Chances for Children grants look to go further. We offer funding of up to £2,000, to provide a holistic package of support addressing the physical, emotional and educational needs of children aged 0-20. Evaluation has repeatedly found that these grants can have a disproportionately positive impact compared to their monetary value, and that in some cases they are transformational. Where the home environment is not the best place to

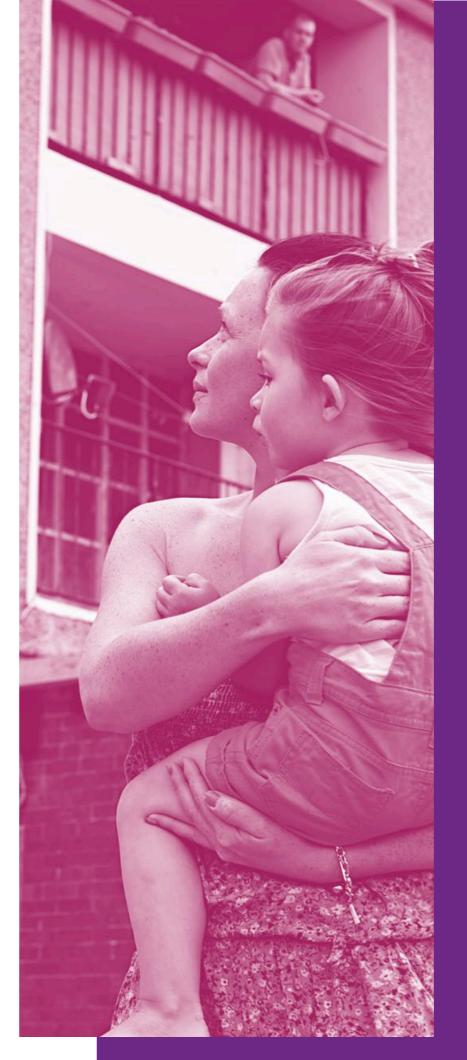
provide support, we offer our Support for Boarding grants which we have been doing for all of our 68-year history. These grants have been life changing for countless children.

We receive grant applications via a network of referral organisations such as local charities, social services and health centres across the whole of the UK.

These organisations ensure we are getting the funds to those that need them most and through them we can ensure appropriate due diligence on the spend of the funds themselves.

We are a fundraising organisation and provide our own funds to support children and young people as well. Over the past six decades we have safeguarded and grown the financial endowment that was left to us by our founder, the Reverend Frank Buttle. At the same time, we've honoured his memory as an independent thinker and a pioneering force for change by using the insights and learning we gain from a unique data set generated through our grants database. This provides us with a platform to undertake ground-breaking research and speak out about the issues which vulnerable children and young people in the UK face.

#### Buttle UK: giving children and young people a chance for change



#### Our Support During the COVID-19 Pandemic

The COVID-19 crisis has created an unprecedented situation in the UK, as it has across the world. The pandemic has affected everyone in their daily lives, but we now know that it is those who were already struggling before the crisis who have been hardest hit, with increasing pressure on their finances along with a disproportionately negative impact of lockdowns and school closures. While restrictions have begun to be lifted, and the recovery process has been able to start, for these families the accumulated problems of the last 18+ months will be felt for a long time yet.

As soon as the crisis hit, Buttle UK was able to offer its grant giving infrastructure to get practical support directly into the homes of some the most vulnerable families and young people in the UK, and at the same time add value to the critical work of frontline services. The impact of the direct and practical support provided by our Chances for Children grants has been consistently high, based on our surveying of both referral organisations and the grantee families and young people themselves. We received an incredible level of support from our funders and donors in response. It has enabled us to support over 9,000 children and young people since the start of April 2020. Whilst we achieved an amazing milestone in 2021 of reaching £10m for our Chances for Children grants over the last five years, the need to continue the campaign is clear and our Campaign Board have agreed a new goal of an additional £10m over the next 3-5 years.

Please read more about our impact over this time: A Year of Covid-19 and for more information on the challenges children and young people in crisis are facing today, read our State of Child Poverty 2021 report: State of Child Poverty 2021

#### **OUR VISION**

Giving children, young people and families a chance for change.

#### **OUR MISSION**

The maintenance, education and advancement in life of children and young people who through poverty and family circumstances are in need of, and will benefit significantly from, Buttle UK's support.

#### **OUR VALUES**

#### Non-judgmental

Focused on the needs of the child without passing comment on those around them.

#### **Expert**

Can be trusted by donors to make a difference with their money.

Can be relied on by beneficiaries to do the right thing for them, championing their cause if it is being overlooked. Having the courage of our convictions, to back a solution that may be divisive or challenging.

#### Personal

Not a huge corporate entity – a small organisation inspired by one visionary.

#### **Flexible**

Able to answer to the needs of individuals with bespoke solutions

#### **Practical**

The on-the-ground knowledge and years of experience to develop solutions that work in the real world – not just on paper. Innovative where a new solution or approach is needed.

#### Connected

Working in partnership with the front-line workers who understand the problems and are aware of those most in need of help.

#### **Entrepreneurial**

True to Frank Buttle's vision, constantly seeking new solutions, avoiding layers of bureaucracy or process.





#### **BUTTLE UK THEORY OF CHANGE**

TO PROMOTE Improved social & emotional wellbeing & increased capacity to engage in education



#### **TO ENSURE**

#### Home

Children & young people are growing up in a safe & nurturing place that meets their learning and development needs

#### **Wider Community**



Children & young people access activities that promote wellbeing and learning and build support networks

**INCREASING LIFE** 

CHANC

TO PROVIDE



The items & activities that we expect all children to have & the extra resources that can help to overcome crisis & unlock opportunities

#### **BY FUNDING**

#### **Chances for Children**



Individually tailored grants that invest in children & young people's present & future lives

**WE SUPPORT** 

Children & young people living in poverty & crisis



#### Bev's Story

Bev has had a difficult life. Becoming a grandmother was a turning point for her; she realised then that she had never been a parent to her own children. Bev had worked really hard to turn her life around and was mortified to see her daughter making similar mistakes to her.

On Christmas Day in 2015 she was forced to take her grandchildren in to live with her full-time. With three distressed children to look after, Bev was unable to stay in work. Her fridge-freezer was old, it leaked and caused the children to become ill. The youngest grandchild's bed had to be thrown away because it was infested with bed bugs.

In addition to a fridge-freezer, a Chances for Children grant funded a new bed and new bedding and towels for all the children.

Critically we also funded after school activities for all the children; gymnastics for the youngest, football sessions for the middle child and boxing lessons for the eldest grandson. This intervention has helped to give structure to the children's lives, ensuring they don't head down the same troubled path that Bev and her daughter had taken.

Watch Bev's Story

#### Information on our Governance & Commitments of a Trustee

#### **Trustee Officers**

Buttle UK has a Chair, and a Deputy Chair as its officers.

#### **Committees**

The Trustee Board uses Committees to advise on certain aspects of Buttle UK's operations and to control certain activities on its behalf:

- · Governance Advisory Committee
- Investment Committee
- Grants Committee
- Grants Committee

#### **Trustee Board**

Our Articles of Association allow for a Trustee Board to consist of not fewer than eight Trustees and no more than 20. It is felt that a Board of 11-13 Trustees meets the needs of the Charity at the present time. The Board is responsible for the governance of Buttle UK and all its activities.

#### Dates for 2022

24th March, 2022 23rd June, 2022 22nd September 2022 8th December 2022

# OUR COMMITMENT TO EQUITY, DIVERSITY & INCLUSION

We welcome applications from anyone regardless of their age, experience, disability, ethnicity, heritage, sexuality, gender and socio-economic background. We are a charity supporting children and young people, so we would encourage applications from young people over the age of 18. We also particularly encourage applications from black, Asian, and minority ethnic candidates as these groups are strongly supported in our grantmaking but underrepresented within our organisation.

#### To support anyone looking to apply for our trustee positions we commit to:

- Paying for childcare for the hours in and around the interview process
- > Paying for your travel costs to the office and back for interviews if these are held in person.
- Holding interviews online if easier for candidates' circumstances.
- Making any reasonable adjustments to support your needs in the application and interview process.

Read more about our commitment to equity, diversity and inclusion across our organisation



#### **Trustee Time Commitment**

Board and Committee meetings are held in London, Victoria. We appreciate the benefits of meeting in-person as a Board throughout the year but also understand this may be difficult for Board members at times so meetings can also be joined online. Trustees are appointed for an initial three-year term with the opportunity to extend for a further three-year period. The time commitment includes attending four Board meetings a year plus an away day and relevant committee meetings, averaging out at approximately half a day a month. Board meetings are generally during the working day and last for roughly three hours. We acknowledge this is difficult for some potential candidates and we would ask you to let us know if this is the case so that we can consider flexing this time.

Our trustees are not remunerated however, travel expenses or payment for childcare, directly incurred in the role, will be arranged in advance or reimbursed.

#### Our Specific Focus in this Trustee Recruitment Process

Buttle UK seeks to appoint two new Board members with any of the following skills or experience:

- Lived experience/or frontline experience of the issues the children and young people we work with are facing in the UK today.
- ▶ Work in/or attend/ed boarding school.
- Grant-making.
- Digital technology.

As highlighted above, we are actively seeking people who are Black, Asian, or mixed heritage to apply to bring their lived expertise to their work as a trustee.



#### TRUSTEE ROLE **DESCRIPTION**

The principal task of Trustees is to ensure, alongside other Trustees, that Buttle UK operates in a manner that enables it to fulfil its objectives as effectively and efficiently as possible.

#### The main duties of Trustees are to:

- Ensure that Buttle UK complies with its governing documents, Charity Law and all other relevant law and regulations.
- Ensure that Buttle UK pursues its charitable objectives.
- Ensure that Buttle UK applies its resources exclusively in pursuance of its objects.
- Accept the general and specific responsibilities of Trustees.
- Ensure the confidentiality of personal and other sensitive information concerning individuals and restricted information.
- Demonstrate a commitment to Buttle UK's vision, mission and values.
- Openly declare any conflict of interest and step aside from further decision making on issues affected.
- Make every possible effort to attend meetings of the Board and any relevant Committee or other such task group.
- Contribute actively to the Board's role in giving clear strategic directions to Buttle UK setting overall policy, defining goals and evaluating performance against agreed targets.

- Ensure the effective and efficient management of Buttle UK.
- Ensure Buttle UK's financial stability.
- Assist the Board to appoint and monitor the performance of the Chief Executive.
- Protect Buttle UK's property and ensure the proper investments of the Buttle UK funds.
- Use their personal knowledge and experience to help the Board to make sound decisions.
- Maintain good working relationships with the Chief Executive and the Staff within the defined governance and management roles.
- Attend Buttle UK's training days, Trustees development meetings and other similar events.
- Make all reasonable effort to attend Buttle UK's fundraising or other publicity events, receptions and other public functions.

#### **Person Specification**

When appointing Trustees, the following criteria should be considered, but any one person is not expected to satisfy them all;

- Commitment to Buttle UK's vision, mission and values.
- A knowledge / understanding of children, young people and poverty living in the UK.
- A willingness to devote sufficient time and effort to Buttle UK.
- Integrity.
- Good, independent judgement.

- An ability to think creatively.
- A willingness to offer opinions on matters relevant to Buttle UK, work collaboratively and to be open to contrary opinions.
- An ability to work effectively as a member of a team.
- A willingness to allow the Chief Executive and staff to make decisions and act within the limits prescribed by the Board.



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#### BUTTLE UK BACKGROUND READING, LISTENING & VIEWING

For further information about our grant programmes and wider work please access on our website:

READ

The history of Buttle UK

Annual Review and Accounts

Our 2020–25 Strategy

Our State of Child Poverty 2021 Report

Board of Trustees

**READ & WATCH** 

Chances for Children Campaign and fundraising activity

WATCH

Our video explaining our Chances for Children Grants
The story of others that have benefited from Chances for Children grants

#### LISTEN

Our range of podcasts we have produced highlighting the issues and challenges children in crisis our facing today – <u>All in the Same Boat? – Buttle UK</u>

#### **HOW TO APPLY**

Visit www.buttleuk.org/about-us/work-for-us, complete the application form and send, accompanied by your CV and our EDI Monitoring Form, to: recruitment@buttleuk.org by midday on Monday 3rd January 2022.

If you require clarification on any aspect of the application or recruitment process then please use the email address above and we will support you with this.

If you would like to discuss the role further, please also email our CEO, Joseph Howes at **josephh@buttleuk.org** or call him on **07710 716 901.** 

We also plan to host an online information session on 15 December at 5pm - 5.45pm. Please do email Joseph if you are interested in attending this.

### RECRUITMENT TIMETABLE

Activity	Date
Online information session	15th December
Closing date for applications	Monday 3rd January 2022
Shortlisting completed by	Monday 17th January 2022
Interviews	27th or 28th January 2022
Opportunity to attend our next Board Meeting if successful	23rd March 2022

The appointment will be made subject to satisfactory references





**England** 

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Buttle UK PO Box 2081 Glasgow G32 2BR 01417782839 Wales

**Buttle UK** PO Box 2528 Cardiff CF23 0GX 029 2054 1996









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