



# The Iolanthe Midwifery Trust

## Trustee Recruitment Pack

The Iolanthe Midwifery Trust is a registered charity that aims to promote and improve the care of mothers, parents, babies and families through awarding grants and fellowships in support of midwifery education, practice and research. As a UK-wide organisation we are now looking for a **new midwife trustee or lay trustee** who lives or works in Northern Ireland, in order to promote engagement from midwives and student midwives in Northern Ireland.

Although the Charity has been in existence since 1983, we have recently become a Charitable Incorporated Organisation and are moving forward as an inclusive, responsive and dynamic charity for midwives and student midwives. Knowledge and experience of midwifery care and maternity provision (which may be as a service-user) will be of great advantage to the trustee role.

The main responsibilities of a trustee for the Iolanthe Midwifery Trust are to:

- Support the activities of the Trust and support the Chair of Trustees
- Comply with duties as per the Iolanthe Midwifery Trust constitution
- Ensure the charity is well governed according to the requirements of the Charity Commission
- Support the annual awards process and the Awards Ceremony
- Attend meetings and take part in the work of the charity as required
- Hold responsibility for managing the charity's financial affairs alongside the Chair of Trustees, the Financial Trustee, the Executive Director and the auditors

You will be supported by a recently appointed Executive Director (part-time), Administrator (part-time) and a Finance Officer (ad-hoc). As a UK-wide organisation the work of trustees will be largely home-based (including video conferencing), but face-to-face meetings may be required several times a year.

The Iolanthe Midwifery Trust welcomes trustee candidates from a diverse background and from historically excluded communities. We recognise that candidates may have disabilities and health challenges, both visible and invisible and we will make necessary reasonable adjustments to provide a safe and supportive environment.

To find out more please read the full recruitment pack and visit [www.iolanthe.org.uk](http://www.iolanthe.org.uk). We will be inviting applications via a curriculum vitae and supporting statement, followed by a panel interview with trustees.

Applications should be sent via email to [execdirector@iolanthe.org](mailto:execdirector@iolanthe.org) stating 'Trustee for Northern Ireland' in the subject line of the email and in the file name of any attached documents. If you have any questions about the role please contact [execdirector@iolanthe.org](mailto:execdirector@iolanthe.org) to arrange an informal discussion with a current trustee.

The closing date for applications is **Monday 12th December**. Interviews will be held via online video conference in early 2023.

*Updated November 2022*

## Trustee Role Profile

**Title:** Trustee of the Iolanthe Midwifery Trust

**Key responsibilities** of a trustee for the Iolanthe Midwifery Trust are to:

- Support the activities of the Trust and support the Chair of Trustees
- Comply with duties as per the Iolanthe Midwifery Trust constitution
- Ensure the charity is well governed according to the requirements of the Charity Commission
- Support the annual awards process and the Awards Ceremony
- Attend meetings and take part in the work of the charity as required
- Hold responsibility for managing the charity's financial affairs alongside the Chair of Trustees, the Financial Trustee, the Executive Director and the auditors

**Meetings:** Trustees are expected to attend all Trustee meetings and may volunteer to attend other sub-committees and working groups. All trustees will be asked to attend an annual strategic away day and may be invited to attend events, meetings or conferences as part of the work of the organisation.

**Remuneration:** This is a voluntary role with expenses for travel and administration reimbursed. As a UK based organisation it is expected that trustee home-working locations will ordinarily be based within the UK.

**Hours of work:** This is a voluntary role with no specified number of hours.

**Location:** The Iolanthe Midwifery Trust is a UK-wide organisation with no office base. The work of trustees will therefore be largely home-based (including video conferencing), but face-to-face meetings may be required several times a year.

**Equipment:** No equipment will be provided but reasonable administration expenses will be reimbursed.

**Annual leave:** This a voluntary role so trustees have flexibility to take leave. Trustees should inform the Chair of Trustees when they are on annual leave.

**General:** Undertake any other duties and responsibilities commensurate with the trustee role that may be reasonably required.

**Other information:** You will be supported by a recently appointed Executive Director (part-time), Administrator (part-time) and a Finance Officer (ad-hoc). This role does not carry line-management responsibility.

## Trustee Person Specification

Desirable skills for a trustee include the ability to:

- Make your own views known and make decisions in a group environment, in line with strategic objectives
- Listen intently, carefully and objectively
- Convey ideas, information and opinions clearly and concisely
- Work as a team with the chair, fellow board members and members of staff
- Challenge the views of others appropriately.

*Updated November 2022*