

# Trustee Recruitment Pack



[www.ageukcheshire.org.uk](http://www.ageukcheshire.org.uk)

Registered charity number: 1091608







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Thank you for your interest in Age UK Cheshire.

I am delighted to tell you about our work and how our Trustees contribute to our mission to ensure every older person in Cheshire has the opportunity to live their best life.



Rebecca Hemshall, Chair, AgeUK Cheshire

At Age UK Cheshire we celebrate ageing whilst fighting to end ageism. We provide vital services to support older people by relieving loneliness, combatting poverty, and increasing independence.

New trustees will be joining us at a pivotal moment in our history. On 1<sup>st</sup> July 2024 Age UK Cheshire united with Age UK Cheshire East, pioneering a new era of support for older people. The merger was underpinned by a shared ethos of compassion, innovation, and a commitment to older people. Central to the merger was the commitment to maintain and amplify the quality of care and support services offered, with both organisations bringing a rich history of community engagement and advocacy for older people's welfare. Our combined efforts will ensure that we are not just responding to the needs of today but leading the way into a future where every older person in Cheshire has the opportunity to live their best life. We're driven by a shared vision to innovate and enhance our services. The merger allows us to reach further, advocate louder, and make a deeper impact on the lives of older people in our community.

A long-standing trustee has reached the end of their maximum third term and we are looking to appoint new trustees to our board. We want to attract experienced leaders who share our passion and will act as ambassadors for our organisation.

Our Board is committed, engaged and active in providing support and challenge to the senior leadership team. In the rest of this pack, you will find out more about our organisation, information about our work, specific details on these posts and how to apply to join our team.

Together, we can build a future where older people in Cheshire live life to the fullest.





Age UK Cheshire is a fully registered independent local charity that works with older people to support them in living their best life by relieving loneliness, combatting poverty, and increasing independence.

Age UK Cheshire were an absolute lifeline when we had to transfer Mum from a hospital setting into a care home. There was no way I could have undertake a care home search on my own at what was a very stressful time.

From our early days in 1983 when we were inaugurated as Age Concern Cheshire, our ethos has been to serve as a source of expertise and advocacy for and with people as they age. Evolving through the decades, we embraced our new identity as Age UK Cheshire in 2010, following the merger of Age Concern and Help the Aged.

With a dynamic team of over 80 employees and a dedicated volunteer force of more than 200, we are a significant contributor to service provision for older people across Cheshire.





## Vision

Every older person in Cheshire has the opportunity to live their best life.

## Mission

Age UK Cheshire is a local organisation working with older people, their families, and their carers to support them in living their best lives

## Values

Respectful, Honest and Person-centred.





01

## Championing the voices of older people.

Influencing local and national policies and procedures that impact on local older people, informed by personal experiences and our impact data.

02

## Relieving loneliness, so that older people feel connected.

A focus on us reaching more people experiencing loneliness in Cheshire.

03

## Combatting poverty, so that older people have enough to live on.

A focus on us reaching more people experiencing poverty in Cheshire.

04

## Increasing independence, so that older people can live the lives they want to lead.

A focus on us supporting more people to live an independent life in Cheshire.

05

## Focusing on quality, so that older people receive a high standard of service from us.

A focus on maintaining and improving the quality of our charitable and charged-for services, and our internal processes and procedures.

06

## Focusing on growing income, so that we can increase the impact we have on older people in Cheshire.

A focus on us generating more income from a diversity of sources.

07

## Focusing on efficiency, so that we use our resources to increase our impact on older people.

A focus on making the best use of people, our skills, our experience, our data, our assets, and our ways of working.

08

## Focusing on our people, who deliver our activities and services.

A focus on improving the experiences of staff and volunteers of Age UK Cheshire.





“My husband attends Bright Memories and I feel the visits are very beneficial for him.”



### Information & Advice

Our Information & Advice service provides free and confidential information, advice, and support to older people across Cheshire, their family, friends, or carers on a range of topics. Support is mainly offered by phone with some home visits in East Cheshire and a specialist outreach worker working across Nantwich and Crewe.



### Scams Awareness and Aftercare Project

Our Scams Awareness and Aftercare project helps older people across Cheshire to be resilient against scams alongside providing advice and support to victims of fraud. We work in partnership with Trading Standards and closely with others including the Police and Social Services.



### Sharing Time

Sharing Time is a telephone befriending project that works across the whole of Cheshire, matching people who may not get the opportunity for a regular chat with one of our friendly telephone volunteers so that they feel less lonely.



### Dementia Support - Bright Memories

Dementia Support - Bright Memories is a day activity group run in Northwich and Macclesfield for people living with the early-mid stages of dementia. We also provide a Dementia Support service in Nantwich to help people with a new diagnosis to navigate the support they need.



### Help at Home

Help at Home is a charged for service that supports clients to maintain their independence and keep them living in their own home for longer.



“I’ve had nothing but the greatest help from Age UK Cheshire and I am quite sure that any friend would find the same!”



### Green Connections

Green Connections is a project which supports older people in Crewe to reconnect with nature in their yards, gardens, and window boxes, whilst we support them to make new links with their community helping to improve their wellbeing.



### Independent Living Team

Our Independent Living Team helps older people remain at home, with the right support, for as long as they wish. We help people source care packages and liaise with clients/their representative and agencies to put care and support in place.



### Community Home First Team

Our Community Home First team work in partnership with the Countess of Chester Hospital, supporting people to return home and avoid re-admission. The team also help to reduce falls at home by assessing homes and providing guidance on how to keep safe and well. They also support with form filling to ensure people are accessing attendance allowance and Blue Badges if they are eligible.



### Counselling Service

Our Counselling service in East Cheshire allows people to take time out each week and talk to a trained counsellor in confidence about feelings or problems that they may find difficult to discuss with a friend or relative.



### Coach Trips

We also organise popular coach trips offering a convenient and hassle-free option for people eager to explore new places.





We are proud to be part of the Age UK network, which includes Age UK, three national charities: Age Scotland, Age NI and Age Cymru, and over 110 local Age UK partners across England, five local Age Cymrus and Age Scotland Orkney. At local and national level, the Age UK network delivers vital services in the heart of communities, tailored to the needs of local older people.

Together, we work to deliver essential services using local Age UKs' expert knowledge of their area to transform older people's health, wellbeing and finances. The relationship between all the local Age UKs and the national charity is governed by a 'Network Agreement' that is renewed periodically. We entered into the current 'Our Shared Future' agreement on the 1<sup>st</sup> January 2025.





As a trustee myself I know how crucial the relationship is between the Board and senior leadership team. I'm privileged to work with a supportive board who offer constructive challenge to ensure we make decisions in the best interests of older people across Cheshire. I look forward to working with new trustees and learning from the expertise and experience they will bring to our existing high performing board.  
Hannah Taylor, Chief Executive Officer, Age UK Cheshire

## Responsibilities and strategic direction

The Board of Trustees is responsible for the overall governance and strategic direction of the Charity, developing the organisation's vision, values, strategy, aims and objectives in accordance with the governing document, legal and regulatory guidelines.

The charity is also a company limited by guarantee and trustees are therefore appointed as Directors under company law. The board observe the [Nolan Principles of Public Life](#).

The day-to-day leadership of the charity is delegated to the CEO who is line managed by the Chair of the Board.

The Age UK Cheshire Board has three permanent committees: Risk, Audit and Finance Committee; Governance, Nomination and Remuneration Committee and Services Committee.

You can find out more about our existing board members [here](#).



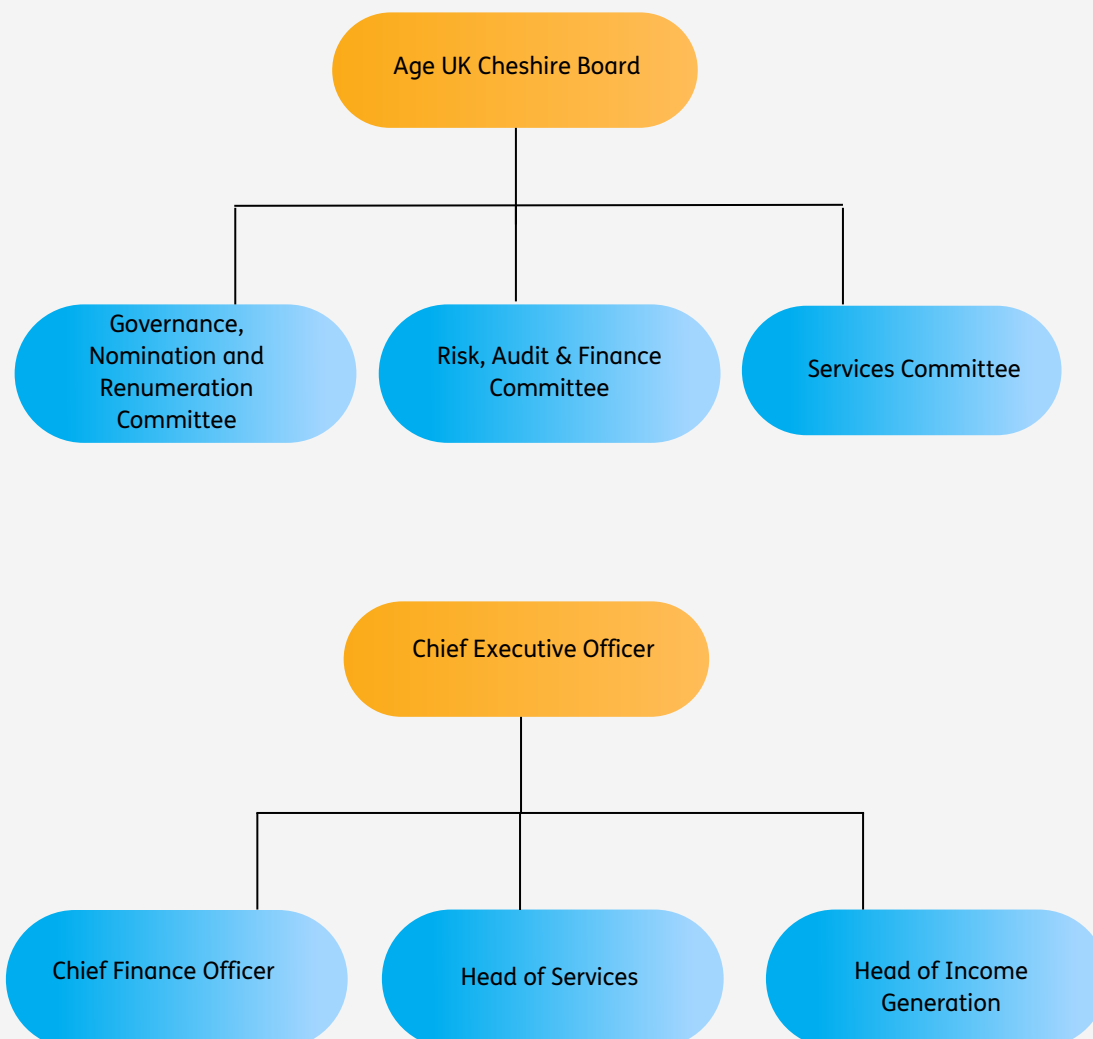


Our board meets quarterly in a hybrid format with approximately 75% of trustees attending in person. We often meet at our office in Northwich, and we are introducing more meeting venues across Cheshire. Our board meets on a Tuesday from 5.30-7.30pm.

Our committees meet quarterly, and meetings are held via Microsoft Teams.

Board members are expected to be active in engaging with our senior leadership team to help evolve the organisation, providing support and guidance in their area of expertise.

The charity has a Scheme of Delegation which clearly sets out matters reserved for the board; board decisions informed by committees and responsibilities delegated by the board.





A trustee is a voting member of the governing body of a charity and therefore shares legal responsibility for determining what the charity does and how it is run.

The six main trustee legal duties are:

- Ensuring the charity is carrying out its purposes for the public benefit.
- Complying with the charity's governing document and the law.
- Acting in the charity's best interests.
- Managing the charity's resources responsibly.
- Acting with reasonable care and skill.
- Ensuring the charity is accountable.





## Main Trustee Responsibilities

- Ensuring that the organisation complies with its governing documents, charity and company law, and other relevant legislation or regulations.
- Ensuring that the organisation pursues the objects defined in its governing document.
- Ensuring that the organisation utilises its resources efficiently and exclusively in pursuance of its objects.
- Giving strategic direction to the organisation by developing vision, values and overall strategy, defining goals, setting targets, approving an annual budget and evaluating performance against agreed targets.
- Acting in the best interests of the charity, avoiding conflicts with their personal interests or loyalty to others.

- Reviewing the charity's significant risks and obtaining assurance that adequate controls are in place to manage them.
- Ensuring the charity's key policies support delivery of its aims.
- Abiding by Age UK Cheshire's values, policies and procedures.
- Serving, as appropriate, on a sub-committee of the Board.
- Contributing their specific expertise, skills, knowledge and experience to help the Board and its committees reach sound decisions and improve processes and outcomes.
- Safeguarding the good name and ethos of the organisation.
- Appointing the Chief Executive Officer and Board Chair.
- Participating in activities to promote Age UK Cheshire to our beneficiaries, funders and the wider public.



## Essential Trustee Qualities



- Enthusiasm and commitment to the vision, mission, values and charitable purposes of Age UK Cheshire.
- Willingness to devote the necessary time and effort to be an effective trustee.
- Highest level of personal integrity and conduct.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship including collective responsibility.
- Ability to think creatively and strategically and exercise good, independent judgement.
- Ability to work constructively as part of the trustee team and with management.
- Effective communication skills and willingness to participate actively in discussion.
- Willingness to speak their mind, question and provide challenge when necessary.
- A strong personal commitment to equality, diversity and inclusion.

We are seeking a new trustee to serve on our board and join our Services Committee.





## Desirable Trustee Qualities

- Experience as a non-executive board member or trustee.
- Expertise in one or more areas of governance and/or management/service delivery.
- Understanding of the diverse needs of older people.
- Willingness to act as the charity's ambassador to external bodies, charities and companies.

## Tenure and Time Commitment

- Trustees are appointed for an initial term of three years, with the possibility of two additional terms to a maximum of nine years.
- Trustees are expected to volunteer their time and skills in preparing for, attending and contributing to Trustee Board and Committee meetings, contributing to initiatives and projects between meetings and participating in the annual Board appraisal process.
- The role of a Trustee is a voluntary one. Reasonable expenses will be covered.



APPLY NOW



### Email

Please email Hannah Taylor, CEO, at [hannah.taylor@ageukcheshire.org.uk](mailto:hannah.taylor@ageukcheshire.org.uk) summarising in 500 words how you meet the role specification and the specific background we are recruiting to.

### Adjustments

Please let us know of any adjustments we could make to the recruitment process to allow to you feel at your most confident.

### Shortlisted Candidates & Interview Dates

Shortlisted candidates will be invited to interview. Interview dates to be confirmed.

### Deadline

The deadline for applications is at 9am, 23<sup>rd</sup> June 2025.

**For an informal discussion about the role please contact [hannah.taylor@ageukcheshire.org.uk](mailto:hannah.taylor@ageukcheshire.org.uk)**



“ The help, advice and support Age UK Cheshire offered was outstanding. ”

“ The phone calls I receive are very comforting as I am bed bound and unable to get out. They help me feel connected to the rest of the world. ”

“ The Bright Memories group days give mum pleasure and me some freedom. ”



Age UK Cheshire  
Castle Community Centre  
Barbers Lane  
Northwich  
CW8 1DT



Charity registration number 1091608

