

GROUNDWORK LONDON

TRUSTEES



BUILDING THE FUTURE



Welcome to Groundwork London

Thank you very much for your interest in becoming a trustee of Groundwork London.

London's environmental and social challenges, as well as its regeneration opportunities, are on a scale unique in the UK. We are operating in a city under pressure from growth and from continued reductions in public expenditure which have a significant impact on our communities, on local authorities and on our other public and voluntary sector partners. We are also in a period of great uncertainty as we all grapple with the impacts of COVID-19 and changes to our European relationship. With more than 2 million people in London living in deprivation these hugely diverse and vulnerable communities are impacted most.



Our mission is to transform lives and places in London's most disadvantaged communities and to create a future where every neighbourhood is vibrant and green, every community is strong and able to shape its own destiny and where no-one is held back by their background or circumstances.

We help people gain confidence and skills, get into training and work, protect and improve greenspaces, lead more active lives and overcome significant challenges such as poverty isolation, low skills and poor health.

We're now planning our next stage of development - Groundwork London 2025. The Board and Groundwork London staff team will be working together to develop a new 5 year plan, with the Board playing a significant role providing leadership and guidance through this process.

We are seeking trustees who will bring new skills, knowledge and experience to help us fulfil our ambitions and achieve maximum impact. We're particularly interested in recruiting trustees to reflect the diverse and multicultural communities of London.

If you would like to use your talents and skills to contribute to building a better future for London and Londoners and be part of an exciting and evolving charity, we'd love to hear from you.

Thank you for your interest in Groundwork London.

A handwritten signature in black ink that reads "Alan Smith". The signature is fluid and cursive.

Alan Smith,
Chair of Trustees

About Groundwork London

Our Mission

Our mission is to transform lives and places in London's most disadvantaged communities.

Our Values

- equality and diversity - valuing differences and treating everybody with respect
- innovation and learning - always looking for new and better ways of working
- subsidiarity - making decisions at a level as close as possible to the communities we serve
- integrity and professionalism - maintaining high personal and professional standards
- partnership - working alongside communities, public bodies, private companies and other voluntary sector organisations
- sustainability - respecting nature's limits and the needs of future generations

Our Approach

- We work with others - we are working together with individuals, communities, Local Authorities and other public sector organisations, regional bodies and the private sector to deliver positive change in London
- We join things up - we apply our skills and experience and build partnerships that enable us to deliver maximum impact for communities and maximum value for money for those who help us do it
- We support those in most need - we provide targeted support tailored to address the specific needs of vulnerable people and diverse communities, tackling material hardship as well as a poverty of hope and aspiration
- We innovate - we pilot and test new solutions and approaches. We embed successful practice in our future work and share our learning with others
- We get things done – above all else we deliver services that make a difference to the people and the places that we work with

Our Impact

Through our services and activities in the last 5 years we will have enabled more than:

- 500 open spaces to be improved
- 2,500 young people to be more motivated to learn and achieve
- 2,500 people to progress into training or employment
- 50,000 days of voluntary action in local communities
- 100,000 people to reduce their energy and water use
- 1 million Londoners to benefit from our work



A closer look at what we do

During an average year we deliver around 500 projects and programmes throughout London. Here are just a few of them:

- Peckham Studios is our state-of-the-art music studio in South East London which helps aspiring young musicians and professionals to develop their talent. This year the young people, supported by our staff, recorded, mixed and produced our first studio album
- The Your Time project provides a skills training programme for unemployed young people living in South East London.
- Our Nourish programme works with local residents to improve open space and promote greener living in White City
- Our Green Doctors work with vulnerable householders to save money, stay warm and well, and through our Smarter Home visits we help households and businesses to save water
- Rework provides reuse and refurbishing training workshops in Wandsworth, and The Loops provide community reuse and upcycling hubs in Hackney and Barnet
- Our Elevate programme supports refugees, helping them to access housing, legal, health and language support
- Silver Active is a free weekly programme of activities for the over 55's in Haringey, and Silver Connections offers smartphone training for the over 55's and local days out
- Our volunteering services inspire and promote volunteering and link people to organisations seeking support



Key responsibilities of Trustees

Groundwork London is a registered charity (No. 1121105) and company limited by guarantee (No .04212532).

Groundwork London is very fortunate in that we have a strong and engaged Board. The Board follows a regular process of renewal: maintaining input from those longer serving members who bring corporate history and understanding along with new Trustees bringing fresh approaches and new insights. The Board is made up of up to 15 Trustees.

As a member of the Board you will primarily be concerned with policy, strategy and governance. The day-to-day management of the organisation is delegated to the paid professional staff, who report progress back to the Board.

The Board is legally responsible for the activities of the organisation. The generic role of the Board is to:

- Lead the organisation and ensure it has a clear purpose and strategy to achieve the organisation's aims
- Monitor the progress of the organisation and ensure the effective, efficient and economic use of the organisation's resources and assets
- Ensure compliance with the law and accountability to the organisations stakeholders
- Ensure that the Board itself performs effectively, contains people with the skills and experience it needs
- Promote and act in the best interests of Groundwork at all times

The Finance and Audit committee supports the Board by reviewing and scrutinising Groundwork's financial performance and risk management, and makes appropriate recommendations to the Board where action is needed.



Who we are looking for

Groundwork London is looking for 3 new Trustees to join our Board. There is also the opportunity to join our Finance & Audit Committee.

We would really like to hear from you if you are someone who:

- Finds our aims, activities and focus on delivery inspiring
- Has an honest, friendly and challenging approach, and one that fits with our values and principles
- Has the confidence to offer guidance or challenge and speak up in meetings

In order to complement the current make-up of the board we are looking for candidates who:

- Have financial/analytical skills or experience and would find our complex financial operation motivating; or
- Are analytical and questioning with an eye for detail; or
- Have sector experience related to our work, for example: housing regeneration, health, young people, the environment and the green economy, employment; or
- Have experience related to our growth areas such as retail or mapping and data management services; or
- Are a social entrepreneur or have Third sector / charity experience

We are committed to equality and diversity within our organisation and in the delivery of our projects and programmes and so we are specifically seeking new members from all socioeconomic backgrounds, genders, races, ethnicities, sexualities, disabilities and faiths to reflect the diverse and multicultural communities we serve.



Key details

Remuneration: The role of Trustee is unremunerated, although reasonable out of pocket expenses will be reimbursed.

Time commitment: There are 4 quarterly Board meetings per year usually in March, June, September and December, in London (5.30 – 7.30pm), one of which is usually a whole day event. If you become a member of the Finance & Audit Committee there are 4 meetings a year, usually two weeks in advance of the Board meetings (5.30 – 7pm). Some meetings may be conducted online.

Terms: Trustees serve an initial 1 year term and are eligible for re-appointment for an additional consecutive terms of three years, limited to 9.

How to get in touch

If you would like to be considered to join the Groundwork London Board or the F&A Committee, please send a copy of your CV with an email outlining why you're interested in becoming a trustee, highlighting how your qualities, experience and skills fit with the requirements of the role.

Emails should be addressed to Zena Edwards, PA to Executive Director, at Zena.Edwards@groundwork.org.uk

Please title your email 'Trustee Groundwork London'. If you would like to have an informal discussion at this stage please let Zena know.

Once CV's have been received there will be a shortlisting process; an opportunity for an initial discussion to explore the role with Chairman Alan Smith or Executive Director Lindy Kelly, and those progressing to the final stage will be invited to meet a small group of the Board and Groundwork London managers. This will be undertaken on-line via video conferencing.

- The last date for receiving expressions of interest is 3rd August 2020.
- Meetings with the Board and Managers will be on 6th August 2020

We have planned the timing of this process to enable new Trustees to attend our Groundwork London 2025 strategy day starting on the 13th August.

As part of any recruitment process, Groundwork London collects and processes personal data relating to job and volunteer applicants. We are committed to being transparent about how it collects and uses that data and to meeting its data protection obligations.

For further information on Groundwork London, please see our website at www.groundwork.org.uk/london