

### All Trustees

**Purpose:** To contribute to the strategic leadership of the Charity to help it develop and deliver its objectives.

**Key responsibilities:**

- Champion the views and interests of the Charity regionally and locally.
- Leads the Board to determine and maintain the mission, vision and values of the Charity.
- Help ensure that the views of service users are represented and acted on at all levels of the organisation.
- Help ensure proper scrutiny of the charity's activities and finances and appropriate reporting and accountability to commissioners and key stakeholders.
- Participate in at least 1 committee of the Board.

**Essential criteria:**

- Access to extensive personal networks and the ability to influence key opinion formers, decision makers and donors/funders for the benefit of Adviza Partnership.
- Experience of management at a senior level either in the public, private or third sectors.
- Excellent inter-personal skills.
- Ability to engage and work effectively with a range of agencies and organisations from voluntary, private and statutory sectors.
- Ability to think creatively and innovatively.
- Knowledge and understanding of strategic planning.
- Committed to promoting Equality of Opportunities

**Desirable criteria:**

- Experience of the Services provided by the Adviza group.
- Experience of growing a business within the demands of the public sector funding environment.
- Experience or understanding of the social enterprise sector.

### Independent Chair

The following role description applies equally to the Deputy Independent Chair in that her/his role is to support and deputise for the Independent Chair as required.

**Purpose:** To provide strategic independent leadership to help the Charity to develop and deliver its objectives.

**Key responsibilities:**

- Champion the views and interests of the Charity nationally, regionally and locally.
- Chair the main Board meetings and any appropriate committees of the Board.
- Line management of the Chief Executive, providing support (mentoring, providing a sounding board) and regular performance monitoring.
- Support individual Trustees in their role.
- Support the Board to determine and maintain the mission, vision and values of the Charity.
- Ensure that the views of service users are represented and acted on at all levels of the organisation.
- Support the selection and induction of new Trustees in line with policies and procedures agreed by the Board.
- Contribute to the recruitment and selection of key senior staff.
- Ensure proper scrutiny of the charity's activities and finances and appropriate reporting and accountability to commissioners and key stakeholders.
- Ensure that the Charity complies with the Companies Acts and Charities Acts and that robust corporate governance is exercised.

**Essential criteria:**

- Experience of young people and adults facing challenging transitions and the issues that concern them.
- Access to extensive personal networks and the ability to influence key opinion formers, decision makers and donors/funders for the benefit of Adviza Partnership.
- Experience of management at a senior level either in the public, private or third sectors.
- Experience of growing a business within the demands of the public sector funding environment.
- Excellent inter-personal skills. To include presentation and communication skills, negotiation, influencing and networking skills and an ability to communicate with young people and involve them in decision making.
- Ability to engage and work effectively with a range of agencies and organisations from voluntary, private and statutory sectors.
- Experience of Chairing meetings, ideally at Board or senior level.
- Ability to think creatively and innovatively.
- Knowledge and understanding of strategic planning.
- Committed to promoting Equality of Opportunities

**Desirable criteria:**

- Experience of the Services provided by the Adviza group.
- Experience of sales and/or taking new products to market.
- Experience or understanding of the social enterprise sector.
- Educated to degree level or equivalent