

THE BIRTH PARTNER PROJECT

Registered charity 1179100 since July 2018

Are you passionate about women's birth rights and positive birth experience?

Do you have the drive and passion to ensure that vulnerable women are supported throughout pregnancy and motherhood?

The Birth Partner Project (TBPP) is a Cardiff based charity that supports women seeking sanctuary who face birth alone. We provide birth partners to support women through birth and the antenatal and postnatal periods. The charity has been operational since 2016 and we are currently undergoing a strategic restructure to ensure the sustainability of the project. We are looking for dynamic trustees who can really invest time to realise the future of this project. You can find more information about the charity at www.birthpartnerproject.org

Trustee Role Description and Person Specification

The Birth Partner Project is looking to recruit between 2 to 4 additional volunteers to expand its board of strong and engaged trustees.

Background

For the next 12 months The Birth Partner Project's priorities will be:

- i. To establish a strong, sustainable, structure in terms of governance, management, financial sustainability, and volunteer coordination and support.
- ii. To provide access to birth partner support during pregnancy, birth and for two months postnatally for pregnant women seeking sanctuary in Cardiff, who would otherwise birth alone.

The role of Trustees

Trustees work as part of the Board of Trustees in order to:

- Develop an organisation structure and strategy that can sustainably support the objectives of the charity and secure its long term future;
- Ensure the charity has set a clear vision, mission and strategic direction and that they are aligned with budgets and operational plans;
- Ensure compliance with legal and regulatory requirements;
- Ensure that the charity pursues its objects as defined in its governing document and applies its resources in pursuance of its objects;
- Evaluate the charity's performance against agreed targets; and
- Scrutinise the financial management of the organisation.

Trustees are not responsible for overseeing the day-to-day operation of the organisation. However, they are responsible for scrutinising the operational decisions taken by managers of the charity, to ensure that the organisation operates effectively and in line with its objectives and values.

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Trustees will be appointed for a term of 3 years, by a resolution passed at a properly convened meeting of the current charity trustees.

Trustee meetings

- Trustees are required to attend 9 Board meetings per year, monthly for the first six months
- Trustees are required to attend the Annual General Meeting.
- Preparatory work is required in advance of each meeting and there will usually be follow up actions that need to be addressed.

Additional responsibilities

- Trustees may be required or encouraged to contribute to TBPP related activities outside meetings, e.g. to participate in interview panels and specific project-focused tasks, or to contribute to decision-making that requires the involvement of the Trustees.
- Trustees are encouraged to attend the Volunteers training sessions and social events

Locations

Meetings take place online or at suitable venues in and around Cardiff

Expenses reimbursement

Trustees are volunteers who give their time, skills and expertise for no financial gain. However, reasonable expenses will be reimbursed for travelling to and from meetings

Person specification

It is essential that the Board of Trustees is representative of a range of skills and diversity of life experience. We welcome applications from minority ethnic backgrounds and those with direct experience of the asylum system. It is expected that the Trustees work as a team, such that they can draw on different skills depending on the task in hand. We encourage you to highlight your particular strengths, so that we can compare these to the skills already represented on the Board.

Beyond these specific skills, there are some more general criteria that are either essential or desirable for Trustees.

Essential criteria

- A commitment to and passion for the values and objectives of The Birth Partner Project
- An ability to work effectively as a member of a team
- An ability to communicate effectively
- An ability to make sound, independent judgements
- An ability to think creatively
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship
- A willingness to meet the time requirement

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Desirable criteria

Knowledge and understanding of some of these areas is desirable:

- Maternity service provision in Wales
- Asylum seeking process in the UK
- Fundraising
- Communication
- Human resources/volunteer management
- Safeguarding
- Experience of operating at a strategic leadership level within an organisation
- General Data Protection Regulation (GDPR)

Application process

Please send your CV and a covering note explaining what you would bring to the position of trustee for The Birth Partner Project, to info@birthpartnerproject.org. The deadline for applications is 6 November.

Appointment process

If you are invited for interview, you will be asked to meet the current trustees to discuss the role and expectations of the charity. It is most likely that this will take place via Zoom. For more information, please contact laura@birthpartnerproject.org