



Passionate  
about  
possibilities.

## Trustee Recruitment Pack





## Welcome

Thank you for your interest in the role of Trustee at DIAL.

DIAL is a charity that is passionate about possibilities for the people we serve and our aim is to enable and empower them so they can achieve their aspirations and live independent lives.

We have a reputation for successfully engaging with local disabled people and believe this achievement is due to our commitment to put our target audience at the heart of everything we do.

Recently DIAL has undergone a period of change both in the way that we deliver services and the range of services we provide. We have been moving from a traditional service delivery model, whereby people are passive recipients of services to an asset-based approach where people are reciprocators and in control of their own needs and wellbeing with DIAL being the enabler.

We are now investing in the development of our board and infrastructure to ensure we realise our ambitions to reach more people and create further change. We will be bold, innovative and quality driven because we are Passionate about Possibilities.

At this important point in our journey, we are now seeking to appoint new Trustees with specific expertise in the areas of accounting & finance, property & facilities management and marketing & PR. We hope these new Trustees will bring new talent to our Board that will help DIAL achieve its plans for growth and ensure it continues to extend its reach, influence and impact.

If you feel you have the experience, credibility and passion we need to take DIAL forward, then we would love to hear from you.

Ian Turner  
Chair

## About Us

DIAL Barnsley is a local disabled persons user led organisation and a registered charity. Established in 1985 from the belief that disabled people themselves are the 'experts' in understanding the needs of disabled people and with a willingness to share that experience and knowledge.

Today we remain an independent user led organisation, providing a wide range of advice, information and support services which respond to the needs and demands of local disabled people, their families and carers.

Our trustees and management team are actively involved in local networks and partnerships, representing the views of disabled people with local service planners and providers and helping to influence and shape service provision and developments.

We have a reputation for successfully engaging with local disabled people and believe this achievement is due to our commitment to put our target audience at the heart of everything we do.

We are passionate about possibilities for the people we serve and our aim is to enable and empower them so they can achieve their aspirations and live independent lives.

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### Our vision

is for a community that  
is truly inclusive

### Our mission

is to support and empower disabled people,  
their families and carers to address poverty  
and social exclusion and improve their health and wellbeing

# Our strategic aims and objectives

## Aim 1:

To improve access to information, advice and guidance so disabled people, their families and carers have increased understanding and are better informed to make choices


### Objectives

- To provide universal information to disabled people, their families and carers
- To provide peer led welfare benefits advice and guidance to disabled people, their families and carers
- To build the skills of disabled people, their families and carers around their IAG issues which enable them to be self-supporting
- To develop services that address the social welfare needs (e.g. managing a tenancy, fuel poverty) of disabled people, their families and carers
- To provide services that empower disabled people and carers to exercise their rights

## Aim 2:

To reduce social isolation of disabled people, their families and carers

### Objectives

- To extend our provision of support to reduce social isolation
  - To facilitate activities that bring people together to share and learn
  - To explore and develop other models of bringing people together
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### Aim 3:

To increase access to opportunities for disabled people, their families and carers to achieve their potential

#### Objectives

- To provide a range of volunteering activities to up-skill disabled people their families and carers
- To provide a range of support services that enable disabled people, their families and carers to achieve their employment, educational and life skills aspirations
- To offer apprenticeships within an advice setting
- To offer opportunities for disabled people and carers to be involved in our governance

### Aim 4:

To increase the opportunities for disabled people, their families and carers to have healthy lifestyles

#### Objectives

- To facilitate activities that improve disabled people, their families and carers health and well-being
- To raise awareness of healthy lifestyle options which enable disabled people, their families and carers to make an informed change



## Our approach to success

- Be user-led and maintain a peer-based model approach
- Use co-production to keep disabled people, their families and carers at the centre of everything we do
- Be proactive in influencing commissioners and decision makers about issues that impact on disabled people, their families and carers
- Invest in a skilled, trained and empathic workforce
- Take an asset-based approach to developing and delivering services
- Continue to monitor, evaluate and measure the outcomes of the work that we do
- Ensure that measuring the social impact of our work is a core organisational strength
- Embrace the opportunities of partnership working to deliver enhanced services for local communities
- Be responsive to external social, economic and political change
- Achieve value for money while maintaining services



## What our users say

“ Without DIAL's help, I would not have known about benefits at all. I now feel less of a burden and can afford to pay for extra help for jobs I can't do myself. After talking to someone I feel less embarrassed about my illness.”

“ The community workshop was truly a great learning environment. You are making huge steps to create a fairer, stronger society.”

“ Our little ladies group is one of my favourite ways to spend time together with friends. We enjoy a good laugh talking about everyday life and seeing if we can help one another out, if we are having problems. We also love playing games, especially Bingo. Aimi is good fun and is also very helpful to us; she lets us know where we can go to get help if needed. I love our Tuesdays together.”

## What our trustee's say

“ I am so proud to be a trustee for DIAL Barnsley and hope I can continue to make a difference for many years.”

**Peter**

“ I was delighted to be asked to join the Board of Trustees at DIAL a couple of years ago and to discover more about this wonderful Barnsley based charity that is grounded in and amongst the people it seeks to serve.”

**The Revd Canon Stephen Race**

# Trustee Person Specification

## Role Description:

The Board of Trustees are responsible for the overall governance and strategic direction of the charity, developing the organisations aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Main responsibilities of all Trustees are:

- To set and maintain vision, mission and values.
- To ensure that DIAL complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations.
- To ensure that DIAL pursues its objects as defined in its governing document.
- To maintain proper financial control and ensure that DIAL applies its resources exclusively in pursuance of its objectives.
- To develop strategy and provide strategic leadership, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To ensure accountability.
- To support the operational management of the organisation.
- To draw up and monitor the implementation of internal policies, which must include equality and diversity as well as health and safety policies and grievance and disciplinary procedures.
- To ensure that risk assessments for all aspects of the business are carried out.
- To safeguard the good name and values of DIAL
- To maintain effective Board performance and ensure the effective and efficient administration of the charity including funding, insurance and premises.
- To promote DIAL and act in the best interests of the charity, never in the interests of yourself or another organisation.



## **Knowledge and experience**

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak your mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as part of a team
- Selflessness, integrity, objectivity, accountability, openness, honesty and leadership

## **Additional duties**

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the Board reach sound decisions. These may involve scrutinising Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the trustee has special expertise. A Trustee is required to act reasonably and prudently in all matters relating to DIAL and must always bear the interest of the charity in mind.

**Selflessness, integrity, objectivity,  
accountability, openness, honesty**

# Terms of appointments

## Remuneration

The role of Trustee is unremunerated.

## Time Commitment

Trustees are expected to attend four board meetings per year, plus an annual general meeting.

Trustees are also expected to attend occasional public or private events e.g. supporter/fundraising events, strategic planning away days and public profile events.

## Expenses

Reasonable out of pocket travel expenses will be reimbursed.

Trustees are required to agree to abide by the Trustees' Code of Conduct and to declare as appropriate their business interests.

## To be considered for the role

To express an interest in the role and to be considered please submit a one-sided A4 pen portrait of yourself outlining your skills and experience and your motivation for wanting to become a trustee of DIAL to:  
[sharon.brown@dialbarnsley.org.uk](mailto:sharon.brown@dialbarnsley.org.uk)



*“After speaking to the DIAL adviser I feel more confident about making the right decisions”*



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## Contact us

Contact Sharon Brown (CEO)

**01226 240273**

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**[www.dialbarnsley.org.uk](http://www.dialbarnsley.org.uk)**

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