

Introduction

Association of Mental Health Providers is a registered charity and company limited by guarantee.

We are the leading representative body for voluntary and community sector mental health organisations in England and Wales. We represent our membership of small, medium and large providers – from locally focused to regional and national organisations with the purpose of providing a professional platform on which the vital work of all our members can be seen and heard.

The Association is dedicated to supporting the development of the mental health voluntary and community sector to effectively meet the needs of individuals, their mental health and wellbeing. We do this through three key areas of work: sustainability – ensuring the continuation and growth of the sector; whole-system approaches – encouraging coordinated planning to provide joined-up care; and prevention – promoting wellness and good mental health with a consideration of the wider determinants to prevent mental ill-health.

We act as advisers to System Partners through our positions on national boards and steering groups. We act as supporters and advisers to the wider VCSE including small and medium-sized enterprises (SMEs) on policy, innovation, quality and regulation. We work in full coproduction with people with lived experience, large organisations, and System Partners on policy, research and delivery. We listen to the voice of people in communities, and we utilise the knowledge to ensure the mental health voluntary and community sector is understood and continues to develop.

We recognise that everyone can be affected by mental ill-health and we believe it is essential that the mental health voluntary and community sector works together for a whole-system approach to improve health and care in England and Wales.



Job description

Job purpose: To further the work of The Association, keeping within its charitable objectives.

Main tasks

- ☙ To take part in formulating and regularly reviewing the strategic aims of the organisation;
- ☙ Work with other trustees to ensure that the policy and practices of the organisation are in keeping with its aims;
- ☙ Work with other trustees to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice.

Main duties

Formulating strategic aims

- ☙ Consider the organisation and its beneficiaries, whether as a member of the trustees or any of its committees, sub-committees, groups etc.;
- ☙ Reflect the organisation's vision and principles, strategy, and major policies always;
- ☙ Contribute specific skills, interests, and contacts, and support the organisation in fundraising activities.

Ensuring policies and practices are in keeping with aims

- ☙ Follow the Code of Conduct at all times, particularly when exercising the functions of the trustees, or any of its committees, sub-committees, and groups;
- ☙ Attend meetings of the Board of Trustees;
- ☙ Reflect the Trustees' policies and concerns on all its committees, sub-committees, groups.

Ensuring best practice

- ☙ Be an active member of the Trustee body in exercising its responsibilities and functions;
- ☙ Maintain good relations with senior managerial staff;
- ☙ Take part in training sessions provided for the benefit of the Trustees. Fulfil such other duties and assignments as may be required from time to time by the Trustee body.

Safeguarding the good name and values of The Association

Ensuring the financial stability of The Association



Person Specification

Required

The skills and qualities required will be:

- Commitment to The Association and its aims and values
- Willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- Ability to think creatively
- Willingness to speak their mind
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship/directorship
- Ability to work effectively as a member of a team
- Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Leadership skills
- Experience of committee work
- Tact and diplomacy
- Good communication and interpersonal skills
- Impartiality, fairness and the ability to respect confidences
- Experience of governance in not for profit organisations
- Ability to understand financial and statistical information

If you wish to apply, please send a CV and Cover Letter outlining your skills, knowledge and experience, to Dania Hanif via email to danial@amhp.org.uk by **17:00** on **Friday 9 February 2018**.

