

# Shadow Board Member



**Recruitment Pack**

**solace**

# About the role

Solace is a registered charity with the Charity Commission for England and Wales. The organisation is governed by a Board of Trustees, which is made up of 12 members from across a range of professional and life experiences.

Solace is seeking to recruit a Shadow Board of between 8 to 10 members, with lived experience of VAWG to work alongside and act as a critical friend to the Board of Trustees. We are looking to culminate a diverse Shadow Board with a range of expertise and skills, to work together with the Board of Trustees in fulfilling responsibilities for the strategic direction and overall governance of the organisation.

At Solace, we believe it is essential to have the voices of those with lived experience, and our service users at the heart of every decision, particularly the way in which we are governed. By joining our Shadow Board, you will have the exciting and important opportunity to use your lived experience, skills and expertise to drive the success of a growing organisation that makes a profound and positive impact on the lives of women and girls who have suffered from violence and abuse.

## Key responsibilities:

- Provide regular support and leadership to the Senior Management Team and ensure that Solace is run in accordance with the decisions of the Shadow Board, the Board of Trustees, and the charity's Articles of Association.
- Align and work with the Board of Trustees and Chief Executive to develop and deliver strategic plans for the charity.
- Work with Shadow Board members and Service User Involvement Coordinator to prepare for committee meetings and ensure that business is covered efficiently and effectively in those meetings.
- Work with Shadow Board members to lead on Social Justice commitments at Solace.
- Promote equity, diversity and lived experience to drive cultural change in governance at Solace.

# Person Specification

## Experience:

### Essential

- Lived Experience of VAWG
- Confidence in networking with both internal and external stakeholders
- Sensitivity and discretion in working with other survivors and service users

### Desirable

- An understanding of UK Charity Governance
- An understanding of work in the VAWG sector
- Strategic and operational experience
- Experiences of developing, deploying and evaluating strategic plans
- Experience of financial management
- Experience of leading groups of people in a professional or voluntary capacity
- Experience of chairing meetings

## Skills and abilities:

### Desirable

- Leadership skills i.e. taking responsibility for strategic decisions
- Effective strategic communicator
- Capacity to support both Board and Executive development through feeding back to the Board of Trustees

## Attributes:

### Essential

- A strong personal commitment to improving equity, diversity and inclusion at Solace and in the wider VAWG sector
- A strong personal commitment to Solace's vision and mission

### Desirable

- Collaborative approach with excellent interpersonal skills

## Please note:

**We are looking to recruit a Board of women with a broad range of experiences, expertise, skills and attributes, so please do not be deterred from applying if you do not meet all the criteria outlined above. We will be providing training to successful applicants to further develop skills and abilities.**

The Solace logo consists of a solid red square with the word "solace" written in white, lowercase, sans-serif font in the bottom right corner.

# Additional Information

## Location:

Shadow Board meetings will be held 6 times a year in person at our London Office in Camden. We may also have working groups looking at issues in more depth. Members may be asked to join a Task and Finish Group.

## Time Commitment:

Solace's shadow board will meet 6 times a year bi monthly.

## Terms of appointment:

The initial appointment is for a two- or three-year term but can be shorter or extended

## Remuneration:

The position of the Shadow Board member is voluntary, but reasonable expenses such as travel will be reimbursed.

## Support:

Support will be provided to successful applicants, through training, and other TBA

## How to apply:

Please send a copy of your CV and cover letter to [serviceuserinvolvement@solacewomensaid.org](mailto:serviceuserinvolvement@solacewomensaid.org)

**Applications will close on the 8th of November at 17.00**

