



Health in Mind

Board Director Recruitment Pack 2018

Board Directors are responsible for the charity's governance and strategy, and for making sure that the charity is administered effectively. They have ultimate accountability for its activities and outcomes. Health in Mind Board of Directors currently comprising eight members.

In an increasingly challenging financial environment for the Health and Social Care sector, in the midst of a period of change, we are seeking to increase our working partnerships, improve our effectiveness, continue to develop creative approaches to meet need and increase our unrestricted income. In order to help us achieve this, we are seeking new volunteer Board members, particularly those with an appropriate level of the following knowledge, skills or experience:

- Marketing / communications
- Fundraising / income generation
- Finance / audit / accounting
- Health and Social Care
- Legal
- IT / systems

This pack includes the following:

- Board Director Role Description.
- Information about Health in Mind.
- Overview of Health in Mind services.
- Information about current Board members.
- An application form.

If you would like any further information, you can contact Gwenn McCreath, Chief Executive, at gmccreath@health-in-mind.org.uk or 0131 225 8508, or you can complete the Board member application form directly.

Closing date for applications is Monday 2 April 2018.

A small panel of current Board Members will conduct interviews with the candidates in late April / early May.

Successful applicants will be expected to join the PVG scheme (supersedes disclosure).

Board Director Role Description

Role purpose:

To further the work of Health in Mind by playing an active part in strategy formulation, overseeing delivery of the organisational mission, vision and values and the meeting of organisational goals and strategy within the organisation's legal and financial framework.

Key responsibilities:

- Determine the overall direction and development of the charity through good governance and clear strategic planning.
- Be an active member of the Board, providing organisational oversight and engaging in participative decision making to ensure Health in Mind exemplifies its mission, vision and values.
- Ensure the organisation complies with its Articles of Association, charity law, company law and other relevant legislation.
- Ensure that Health in Mind is well-managed, accountable, and strives to achieve good practice in all that it does.
- Monitor and evaluate the work of Health in Mind to ensure that it is in line with its charitable aims and purposes.
- Safeguard the good name and values of Health in Mind, promote a positive public profile, enhance its reputation and represent it as required.
- Oversee the financial stability of Health in Mind and ensure that all financial controls and systems of risk management are robust.
- Monitor and assess the organisation's results in relation to the agreed strategy and budget and to agree alternative action to remedy shortfalls if required.
- Use personal skills, knowledge or experience to help the Trustees reach sound decisions. This may involve leading discussions, identifying key issues, providing advice and guidance on new initiatives, and evaluating or offering advice on other areas in which the Trustee has particular expertise.

Person specification:

- Current knowledge, skills or experience at strategic level in one of the following areas:
 - Marketing / communications
 - Fundraising / income generation
 - Finance / audit / accounting
 - Health and Social Care
 - Legal
 - IT / systems
- A commitment to the mission, vision and values of Health in Mind.
- Sound judgement, integrity and strategic vision.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Understanding of the principles of effective governance of organisations.
- Understanding of the voluntary sector.

- Ability to think creatively, a “can do” attitude to problem solving and willingness to speak their mind.
- Ability to work effectively as a member of a team and to take decisions for the good of Health in Mind.

Time Commitment

The Board meets approximately every six weeks, on Mondays from 5.45pm, in our offices at 40 Shandwick Place, Edinburgh. We expect Directors to be able to attend the majority of our meetings.

Dates currently set for Board meetings in 2018 are:

- 12 March 2018
- 30 April 2018
- 18 June 2018
- 20 August 2018
- 10 September 2018
- 15 October 2018
- 10 December 2018

Additional communication may be required between meetings via email, and Board members will also be required to set time aside in advance of meetings to read all papers relating to meetings.

Terms of Office

Board Directors are appointed for a three-year term, and may be re-appointed for a second three-year term.

Remuneration

The positions are voluntary and not remunerated. Out of pocket expenses will be paid in line with our policies.

Training

Board members will receive full induction, along with access to further training / learning.

Equal Opportunities

We are committed to creating an inclusive environment where all people can contribute to reach their full potential, regardless of individual characteristics or circumstances.

We welcome Trustee applications from all suitable candidates regardless of gender, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

About Health in Mind

Health in Mind is a Charity promoting positive mental health and wellbeing in Scotland. We do this by providing a wide range of services to support people to make a positive difference to their lives.

We work with around 3,000 people every year, helping them live the lives they want to live. We work in Edinburgh, Mid, East and West Lothian and the Scottish Borders. We also have some Scotland wide services.

Our mission

At Health in Mind our mission is to promote tolerance and greater understanding of mental health issues and we do this by:

- Offering a range of mental health and wellbeing services
- Raising awareness of mental health and wellbeing issues
- Innovating, developing and promoting new approaches to mental health improvement.

Our vision

At Health in Mind our vision is of supportive communities where all people:

- Are resilient
- Experience positive mental health and wellbeing
- Realise their potential
- Participate equally.

Our values

At Health in Mind, we treat people with respect, integrity and compassion at all times. We work with people in a person-centred way; agreeing individual goals with them and providing the support they need to live the life they want to live.

Our approach is inclusive and we are keen to break down the barriers which prevent some people from accessing resources that could improve their mental health and wellbeing.

At Health in Mind, we are passionate about realising the potential of the people using our services; our staff and our volunteers.

Management

Health in Mind is a Charity and Company Limited by Guarantee, governed by a Board of Directors who are also Trustees of the Charity. The day to day management is delegated to our Chief Executive. Health in Mind operates a clearly defined line management structure. Each of the service teams is managed by a Service Manager who in turn is accountable to the Chief Executive and Depute Chief Executive. Our Central Services Team provide financial and administrative support.

Staff and volunteers

Health in Mind has around 100 members of staff and 150 volunteers at any one time and are proud to hold the Investing in Volunteers Award and Investors in People accreditation.

Funding

The services we deliver are commissioned by a range of statutory bodies. We also generate our own income through fundraising, training, enterprise and self-funded service provision. In 2017/18, our turnover was £3.1m, which is increasing.

The most recent annual accounts are available on our website.

Overview of Health in Mind services

Counselling services

Counselling provides you with a safe place to talk through thoughts and feelings and can help you explore what can be done to turn things around. Counselling is a form of talking therapy and can help people to take greater control of their lives and improve their confidence.

- **Trauma Counselling Line Scotland**
Free telephone counselling for adult survivors of childhood abuse.
- **Trauma Counselling**
A safe place to talk for adult survivors of trauma.
- **Craigmillar Counselling**
Counselling and support for adults living in North East Edinburgh.

Befriending and Linking services

- **re:discover Befriending**
One to one volunteer support for adults to make connections, build friendships and rediscover previous interest and hobbies.
- **Equal Access**
Provides support and information for men and women from minority ethnic communities. One to one support, groups, befriending and information provision.

Guided self help

Guided Self Help is a Cognitive Behavioural Therapy or CBT based approach to supporting people with mild to moderate anxiety, depression or stress.

Trauma support services

- **Oasis**
Support for women with mental health issues in South East Edinburgh.
- **Pathway Men**
Practical and emotional support for male survivors of childhood sexual abuse, rape or domestic abuse.
- **Pathway Women**
Support for female survivors of childhood sexual abuse .

Midlothian Wellbeing Access Point

The Midlothian Wellbeing Access Point is all about improving quality of life and promoting positive mental health for adults who are experiencing low mood, stress or anxiety. The service can provide quick access to brief support, access other community services and arrange for other 'talking therapies' where needed.

Midlothian services

Midlothian services provide creative, community-based services to promote positive mental health and wellbeing throughout Midlothian. These include a range of one to one supports, an outreach service, comprehensive group work and an out of hours crisis service. The services are a non-medical resource to which people can self-refer and the base in Bonnyrigg has an informal and welcoming atmosphere.

Training, Learning and Development

We are committed to providing quality, experiential, values-based programmes and where appropriate, ensure that at least one of the Trainers has lived experience of mental health. All of our training courses are open to individuals, teams or organisations. We can also tailor the content to reflect your working environment, where appropriate.

Support for older people

- **Community Navigators**

Support for people aged 65 or over to find out what is on in their local area and how to access the support they need in the way they want.

- **Hospital Discharge Support Project**

Health in Mind is working in partnership with EVOC, Libertus, the Eric Liddell Centre and statutory services to improve support available to older people leaving hospital. Health in Mind delivers the service in North West Edinburgh and also from the Western General and Edinburgh Royal Infirmary Hospitals.

Online mental health and wellbeing information

The 'space' websites provide area-specific online mental health and wellbeing information which can be helpful to individuals, carers, families and friends of people experiencing mental health difficulties; employees of service providers across the statutory, voluntary and private sectors or anyone with an interest in mental health and wellbeing.

Edinburgh: www.edspace.org.uk
Midlothian: www.midspace.co.uk

East Lothian: www.eastspace.org.uk
West Lothian: www.westspace.org.uk

Fundraising

If you would like to raise money for Health in Mind, we can put the 'fun' into your fundraising efforts!

Health in mind website

Health in Mind's new website provides more information about the organisation, services, training and job opportunities. Check out www.health-in-mind.org.uk.

Our current Board of Directors

Be Morris – Chair

Be is a retired Community Development Worker, having spent 27 years working in the mental health field in both development and managerial roles. Be has always worked in the Third Sector – initially for the Edinburgh Association for Mental Health (now Health in Mind) where she played a pivotal role in developing service user-led initiatives. For the last 20 years, she worked for Penumbra, managing and progressing their short breaks and respite service.

Be has always been committed to facilitating service user empowerment and leadership in advancing the services they find useful. She has extensive, past and present experience of sitting on Third Sector Boards. Be is pleased to have the opportunity to join the Board of Health in Mind – She has always admired the organisation's diverse and creative approaches to contributing towards mental health for all.

Robert McCabe

Robert is a retired Child and Adolescent Psychiatrist now back for a second stint as a Health in Mind Board member having previously been a Board member between 2004 and 2010. He worked in NHS CAMHS mental health services since 1978 firstly in Edinburgh, before Consultant Psychiatrist posts in Glasgow (1985 – 2002) then Edinburgh, 2002 onwards, until he retired in 2012. He has recently started to offer input at Health in Mind as a Volunteer in the Training team. He enjoys keeping fit, sometimes running, but also enjoys less energetic pursuits like reading, listening to music and cooking.

In 2011 Robert was awarded a Churchill Fellowship and travelled to Melbourne, Australia to study innovative approaches in mental health care for youth. Robert enjoys contributing as a Board Member and is especially impressed with the broad range of excellent services on offer at Health in Mind.

Douglas Nicholson

Douglas has recently completed his involvement with a successful Digital Agency which he helped set up and run. Prior to that, he worked for 15 years in health and social care provision, predominantly mental health, in a variety of voluntary, public and private sector organisations.

Morag Anderson FCCA

Morag spent 12 years at a firm of investment managers in finance, administration and management. She subsequently became involved with a local charity for children with learning difficulties at its inception and remained as Treasurer and a Trustee for 10 years.

Kate Clement

Kate currently works as Head of Human Resources for Royal Blind, Scotland's largest visual impairment charity that provides care, education and employment to blind and partially sighted people from across the UK. Kate holds an Msc in Human Resource Management and has extensive HR experience in both the charitable and private sectors.

Isobel Gray

Isobel qualified as a chartered accountant in 1978 and was latterly a partner in a medium-sized firm of chartered accountants, specialising in the accounts of charities. She was the Treasurer of Health in Mind for over twenty years, and in that time, has seen it grow from a small body with a few staff to a large organisation delivering a variety of services. Since retiring from full-time work in 2013, she has become the Treasurer of several other small local charities that operate in very varied areas.

Joe Pacitti

Joe has over 25 years' experience in a variety of roles in both the private and public sectors encompassing both technical and commercial functions. He is currently Business Development Director for a technology service company based in Edinburgh.

Joe has held past and current board positions in further education, membership bodies and property and business support organisations. He has strong business skills and experience, and believes this will be of value to his support and contribution on our Board. In his spare time, he tries to get in as much golf as he can between family duties.

Christina Naismith

Christina has worked in a range of policy, planning, and management posts in local authorities and in joint posts with the NHS, mostly in mental health and adult services. She also worked for the Social Work Inspection Agency and for the Care Inspectorate.

Prior to joining the Scottish Government Health and Social Care Directorate in 2015, she led national work on development and support for strategic commissioning in the Joint Improvement Team (JIT) and was a JIT lead for a number of Health and Social Care Partnerships. Currently, Christina is the Head of Strategic Commissioning for Scottish Government. In her spare time, Christina enjoys travel, art, reading and being with her family and friends.

Alan Burnett

Alan is a long term volunteer with Health in Mind. He volunteers for the organisation's training service and is also a trainer. Alan delivers training for Health in Mind including Scotland's Mental Health First Aid, Understanding Psychosis, Lets beat the Stigma: Schizophrenia and Mental health Awareness. He has over 30 years of lived experience of mental health issues. He is passionate about helping others understand

the process of recovery and wellbeing. Most of his working life has been in the field of mental health and he has worked for a number of agencies in mental health.