We're hiring!

JOB PACK

TRUSTEE
One billion people will never see a qualified health worker in their lives. We are working to change that.

For over 30 years, THET has been working in partnership to strengthen health systems and build a healthy workforce capacity in low- and middle-income countries (LMICs).

Working closely with Ministries of Health and in partnership with UK and LMIC health institutions, and as a Non-State Actor in Official Relations with the World Health Organization (WHO), we strengthen health systems by responding to local and national priorities, supporting the training of health professionals, facilitating knowledge exchange and the development of policy and regulatory environments, and offering thought leadership and project management expertise.

At the centre of our approach is the model of Health Partnerships, long-term relationships between UK and LMIC health institutions, which improve health services through the reciprocal exchange of skills, knowledge, and experience.

They are rooted in an understanding that equitable relationships between health professionals across borders can benefit all involved. You can learn more about our work on our website www.thet.org.

Vision:
A world where everyone has access to healthcare

Mission:
Working in partnership to support health workers across the world
STRATEGIC OBJECTIVES

1. Strengthen the health workforce and the health systems in which they work.
2. Strengthen the Health Partnership Community.
3. Be ambitious in our approach to equity and inclusion.
4. Ensure all our work advances climate mitigation, adaptation, and resilience.
OUR VALUES

1. Partnering through collaboration
2. Partnering with respect
3. Partnering with integrity
4. Partnering through learning
ABOUT THE ROLE

All Trustees are also Directors of the Board and members of the incorporated charitable company. They are asked to promote THET’s mission and values, provide high quality governance in accordance with the requirements of charity law and good practice, guide its strategic development, monitor the performance of its senior staff and support its work by drawing on their personal contacts and experience.

<table>
<thead>
<tr>
<th>Remuneration</th>
<th>The role of Trustee is not accompanied by any financial remuneration.</th>
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<tbody>
<tr>
<td>Location</td>
<td>Hybrid meetings</td>
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<td>Reporting to</td>
<td>Chair of Board of Trustees</td>
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<td>Hours</td>
<td>Approximately 60 hours in total per annum</td>
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Essential:

- 4 half-day Board meetings each year (including 30 minute AGM)
- Annual Strategy ‘Away Day’
- Annual review meeting with Chair (< 1 hour annually)
- N.B. Extraordinary Board meetings may be called
  
  Total of approximately 20 hours per annum + reading time

Ad hoc:

- Mentorship and strategic guidance to THET’s Senior Management team (CEO, Director of Finance and Operations and Director of Programmes) and other staff in developing strategies on an ad-hoc basis to achieve the above results
  
  12 hours per annum

Negotiable commitment (dependent upon Trustee expertise, interests and availability)

- Finance, Risk and Governance Committee (2 hours, 4 times a year)
- Remuneration committee (< 2 hours once a year)
- Programme Quality Committee (2 hours, 4 times a year)
- External Engagement Committee (2 hours, twice a year)
- Specific impact topic meetings – e.g. equality and diversity (1 hour, 4-6 times a year)
- Attend other related THET events when possible. These are largely evening commitments and include engagements such as talks at the Royal Society of Medicine or a reception at the House of Lords
  
  18 hours per annum

Total commitment: approximately 58 hours per annum.
Principle 1 – Organisational Purpose

- To focus on strategy, performance and assurance.
- To be clear about the charitable purpose and aims of THET and ensure that these are being delivered effectively and sustainably, agreeing with THET’s strategy.
- To understand the external environment in which the charity is operating.
- To lead the charity in fulfilling its purposes as effectively as possible with the resources available.
- To participate in the regular review of the sustainability of THET’s income sources and business models (including considering the benefits and risks of partnership working, merger or dissolution if other organisations are fulfilling similar charitable purposes more effectively and/or if the charity’s viability is uncertain).

Principle 2 – Leadership

- To ensure that the charity’s values are reflected in all of its work and that the ethos and culture of the organisation underpin the delivery of all activities.
- Willing to provide strategic leadership in line with the charity’s aims and values and to lead by example, positively representing the charity.
- Prepared to take collective responsibility for the Board decisions.
- To recognise, respect and welcome diverse, different and, at times, conflicting trustee views.
- Provides a constructive challenge to the CEO and staff.
- To create the conditions in which the charity’s staff are confident and enabled to provide information, advice and feedback.
- To give sufficient time to the charity to carry out responsibilities effectively (see time commitments).
Principle 3 – Integrity

- Adhere to expected standards of probity and behaviour (and Nolan principles).
- Act with integrity, in the best interests of the charity and its beneficiaries, adopting values and creating a culture which helps achieve the organisation's charitable purposes and maintaining the respect of beneficiaries, other stakeholders and the public.
- Ensuring that the charity follows the law and regulatory guidance.
- Safeguarding and promoting THET’s reputation and promoting public confidence and trust in THET.
- Place the interests of the charity before any personal interest.
- Making sure that the charity operates responsibly and ethically.
- Understands how conflicts of interest and loyalty can affect the charity’s performance and reputation and disclose any actual or potential conflicts.

Principle 4 – Decision making, risk and control

- Be clear that a Trustees main focus is on strategy, performance and assurance, rather than operational matters, that there should be clear boundaries for delegation to senior managers, committees or individual trustees, staff or volunteers, but that if authority is delegated, this should be monitored and that the board is ultimately responsible for the decisions and actions of the charity.
- Aware of the range of financial and non-financial risks a Board of Trustees needs to monitor and manage.
- Promote a culture of sound management of resources but also understand that being over-cautious and risk-averse can itself be a risk and hinder innovation.
- Actively participate in identifying and assessing risks and opportunities for the organisation and decide how best to deal with them, including assessing whether they are manageable or worth taking.
- Offer to be involved in committees which would benefit from their specific knowledge, expertise or interest, ensuring there is not too much reliance on particular people.
- Regularly review key policies and procedures to ensure they continue to support and are adequate for delivering the charity’s aims.
- Work with senior management to ensure that operational plans and budgets align with the charity’s purposes, agreed strategic aims and available resources and that performance is regularly monitored, and staff held to account.
Principle 5 – Board effectiveness

- Attend Board meetings and ensure they are adequately prepared.
- Respect the input of all Board members, using the appropriate balance of skills, experience, backgrounds and knowledge to make informed decisions.
- Accept that the board takes decisions collectively and confidently. Once decisions are made, the board unites behind them, and each Trustee must accept them as binding.
- Be an effective Board team member- suggest, question and challenge ideas and address them, rather than avoid difficult topics, airing differences of opinion or viewpoints, or resolving different views.

Principle 6 – Diversity

- Ensure that the charity follows principles of equality and diversity, going beyond the legal minimum where appropriate

Principle 7 – Openness and accountability

- Promote a culture of openness, transparency and accountability.
- As a board member, identify and communicate with key stakeholders interested in the charity’s work, to support the charity’s success.
- Develop the knowledge to be able to answer stakeholders’ questions.
- Be aware of positive and negative feedback to inform decision making.
- Be aware of complaints and ensure these are handled constructively, impartially and effectively.
PERSON SPECIFICATION

Each trustee must have the following:

- Integrity and history of impartiality, fairness and the ability to respect confidence
- A commitment to THET's mission, values and objectives
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Strategic vision and thoughtful interest in the development of THET as a charity
- Passion for access to healthcare
- A willingness to devote the necessary time and effort to their duties as a trustee
- Good, independent judgment
- An ability to think creatively
- Willingness to speak their mind
- An ability to work effectively as a member of a team
- UK-based individuals who can bring a good network of contacts
- A proven track record of sound judgement and effective decision making
- A track record of commitment to promoting equality and diversity
The Board of Trustees is chaired by Justin Ash. It functions as a committed, cohesive and collaborative team, respecting and benefiting from the varied backgrounds, specific knowledge, skills and expertise of each Trustee e.g.

- Professional clinical and health service experience in the UK and in developing countries
- International humanitarian activity
- UK health sector
- Health Partnerships
- Communications and media – fundraising, campaigning and marketing
- Understanding of International Development
- Understanding of UK Government
- Policy and advocacy
- Legal expertise, including knowledge of employment legislation and GDPR
- Financial management
- Resource mobilisation
- Voluntary sector governance
- Monitoring, evaluation and learning

All trustees are aware of, and understand, their individual and collective responsibilities, and work supportively together so that THET is not greatly reliant on one or more individual trustees in any particular aspect of the governance of the charity.
At this time we are seeking to appoint individuals residing either in the UK or in a LMIC, who have particular strong skills, experience or knowledge in the areas of medical practice in the NHS; a commercial background in the health sector; international development expertise; organisational expertise.

Potential Trustees would benefit from having (or be willing to develop with support from experienced THET Trustees): experience and an understanding of operating within a board in a charitable, public sector or commercial organisation.

For further information, please contact the CEO Ben Simms on email jobs@thet.org

How to apply:

To apply for this role, please send your CV and a cover letter to jobs@thet.org with ‘Trustee’ in the subject line.

We are in the process of recruiting new Trustees and will be interviewing in the course of July and the end of September.