

# SOPHIE HAYES

F O U N D A T I O N

Sustainable freedom from human trafficking

## Candidate Pack Trustee



Thank you for your interest in the role of Trustee.

Sophie Hayes Foundation is the only independent organisation in the UK that solely focuses on helping women survivors of modern slavery build confidence through coaching and skills development that leads to education, employment, and independence, helping them to achieve sustainable freedom.

Our mission is to reach the thousands of women survivors of modern slavery in the UK today to shape a better future for themselves. We provide coaching and development programmes to remove barrier to freedom, including vocational work placements, internships, volunteer opportunities, training, and formal education.

We are committed to creating a society that views and treats these women with respect, leading to a better society for us all.

Our unique programmes have been designed to support women by sharing essential life skills that will help with confidence building, followed by essential skills development for future employment and education. All of which are important for living independently, finding work, and remaining free.

We are currently seeking three senior leadership level volunteers with previous board experience to join the Sophie Hayes Foundation Board as Trustees.

These three committed individuals will join to help charity through a period of growth, providing specialists in key areas. They must also support our mission, be aligned to our values, and be able to act as an ambassador for the organisation.

A handwritten signature in black ink, appearing to read 'Nicola Murphy', with a stylized, cursive script.

**Nicola Murphy**  
Chair Board of Trustees

## Our Vision

**A society that views and treats women survivors of modern slavery with respect and allows every freed woman to realise her potential, achieve her goals and a better future.**

**By putting the needs of each survivor at the centre of our activities, we will develop programmes that are relevant and help to remove the barriers to sustainable freedom.**

**We will be a valued, independent voice and an actor for change, working with the right partners to create greatest impact.**

## Our Values

### 1. We are courageous

**Inspired by the courage and fearlessness of our survivors, we bravely challenge the status quo, and we work tirelessly for change and a better future for our survivors. We look forward, show personal courage, and go beyond the status quo.**

### 2. We act with integrity and respect

**Our relationships with survivors, partners and with each other are shaped by deep mutual respect, honesty and confidentiality. We do the right thing by survivors, and always do what we say.**

### 3. We are an open and inclusive community

**We think everyone has a valued voice and we work with others (and with each other) to find the right solutions for the best interests of survivors. We work creatively, patiently and invite strong partnerships.**

### 4. We respond well to change

**We don't stand still, and we face challenges with agility and determination. We are a dynamic organisation that responds to the evolving demands of survivors. We believe that we can all develop and grow to achieve our full potential.**

## **Job Description – Trustee July 2022**

**The Sophie Hayes Foundation is a dynamic charity, focused on helping survivors of modern slavery rebuild their lives and achieve sustainable freedom by providing invaluable training, coaching, work experience and advocacy across the UK.**

**We are seeking new Trustees to join our growing charity. to help us increase our reach and transform the lives of many more survivors of modern slavery.**

### **The Board**

**The Board, like the organisation itself, is undergoing a transformation and we need new Trustees to help us grow, increase our reach and transform the lives of many more survivors of modern slavery.**

**Following the appointment of Nicola Murphy as the new chair of charity, we are looking to recruit three new Trustees to help us continue our growth and enhance our impact.**

### **The Role**

**We are currently seeking three committed individuals to join as Trustees. Experience in a senior leadership position is essential. Due to the growth of charity, individuals with proven HR, change management/business transformation, and strong senior level communications and/ or marketing, digital and advocacy experience are desirable.**

**As well as these specialist skills, we are seeking an independent thinker and team player. You must also support our mission, be aligned to our values, and be able to act as an ambassador for the organisation.**

**The Board of Trustees seeks a wide-ranging level of experience, thinking and background to ensure that we have the skills, expertise and diversity of thought and perspective to draw upon in our governance and decision-making roles.**

**You will need to have the time to contribute to our growth of the charity, by attending Board meetings (6 per year), support Committee Chairs and Board officers, work and support our small but mighty management team, and represent Sophie Hayes Foundation to key stakeholders.**

### **Trustee Responsibilities**

The role and responsibilities of Trustees are governed by charity law and are to:

- Ensure that the Foundation complies with its governing document, charity law, and other relevant legislation or regulations
- Ensure that the Foundation pursues its objectives as defined in its governing documents
- Ensure that the Foundation applies its resources exclusively in pursuance of its objectives
- Contribute to the Board on strategic direction, help to set overall policy, define goals, set targets, and evaluate performance against agreed targets
- Safeguard and promote the reputation and values of the organisation
- Ensure the financial stability of the organisation.

In addition to the above statutory duties, it is expected that Trustees will:

- Attend and contribute to Board meetings
- Review and comment on Board papers
- Contribute to the work of those committee(s) of which they are a member
- Support fundraising and brand building initiatives
- Remain informed about SHF's activities and wider issues which affect its work.

### **Personal Qualities**

- Integrity.
- A commitment to the organisation and its objectives.
- An understanding and acceptance of legal duties, responsibilities, and liabilities of trusteeship.
- A willingness to devote the necessary time and effort to their duties as a Trustee.
- Strategic vision.
- An ability to think creatively with good, independent judgment.
- An ability to work effectively as a member of a team yet be willing to speak your mind.
- A commitment to abide by the code of conduct.

**Time Commitment  
Term**

- 3 Years.

**Board Meetings**

- 6 Board of Trustee meetings per year (usually held on weekday evenings, after close of business), plus preparation and reading of documentation.

**Committees**

- 6 meetings per year, plus preparation and contribution to the work of the committee.

**Other**

- Attendance at major SHF events (1-2 pa) plus possible ad hoc stakeholder meetings.

## The Recruitment Process

### How To Apply

Please send your application and resumé for Trustee to [boardrecruitment@sophiehayesfoundation.org](mailto:boardrecruitment@sophiehayesfoundation.org) and mark Application for Trustee or apply via our LinkedIn page by 31 August 2022.

If you would like more information or to discuss the positions, please contact Board Chair Nicola Murphy - [Nicola@sophiehayesfoundation.org](mailto:Nicola@sophiehayesfoundation.org) or Chair Governance and Nominations Committee Laura Haynes - [laurah@sophiehayesfoundation.org](mailto:laurah@sophiehayesfoundation.org).

Potential candidates will be contacted by email and meetings will be scheduled with shortlisted applicants.

Please note that due to the volume of applications we expect to receive, we are unable to respond to each applicant individually.

Thank you for your interest in Sophie Hayes Foundation.

# SOPHIE HAYES

FOUNDATION 

Sustainable freedom from human trafficking

**107-111 Fleet Street. London. Greater London. EC4A 2AB.**  
**Registered England & Wales Charity Number: 1145176.**  
**Registered Company Number: 7886303.**  
**Charity address: 107-111 Fleet Street, London EC4A 2AB. United Kingdom**