

Trustee, Sing Up Foundation

Working with: Head of Foundation, Other Trustees

Contract type: Non-executive, voluntary for a period of three years with the scope to extend

Commitment: 3 x board meetings annually, additional meetings and events where necessary

The role of a Trustee is to ensure that the Sing Up Foundation delivers on our vision, mission and values.

Context

Sing Up has always been a champion of the wider benefits of singing – for education, social and health outcomes. As part of Sing Up's 10th birthday in 2017, we created the Sing Up Foundation with a commitment to a new charitable purpose using singing as an aid to health and wellbeing. We believe in the power of singing to improve health and wellbeing for all.

Sing Up Foundation

Mission

We produce, promote and create opportunities for children and young people to improve their mental health and wellbeing through singing.

Vision

We believe in harnessing the power of singing to improve people's mental health and wellbeing. With 50% of mental health problems established by the age of 14 and 75% by the age of 24, we believe it's critical to focus on prevention by working with young people. The benefits of singing, especially in groups, are wide-ranging with extensive research supporting the physiological, social, psychological and behavioural benefits.

We create a healthier world through song.

Structure and Governance

The Sing Up Foundation is a wholly-owned subsidiary of Sing Up Group Limited, the company which also owns and runs Sing Up – the annual Membership subscription provider of digital singing and education resources for schools.

The Sing Up Foundation has its own Board of Trustees which operates independently to the Board of Directors of Sing Up. The CEO of Sing Up sits on both Boards as a Director of Sing Up and as a Trustee of the Sing Up Foundation. In addition, there is a place on the Sing Up Foundation Board for a volunteer from a Sing Up staff member.

The Foundation has a Head of Foundation as its senior manager. This member of staff currently works part-time (3 days per week), and the salary for this role is covered by a donation from Sing Up as are overheads and other costs. The Head of Foundation is currently line-managed on a day-to-day basis by the CEO of Sing Up. There are currently no other members of staff working solely on the Foundation, although the Head of Foundation has access to any and all of Sing Up's core staff for support and Foundation-related tasks. This covers finances, IT support, marketing support and ad-hoc admin support.

The statutory duties of a trustee are:

- To ensure the organisation complies with its governing document.
- To ensure that the organisation pursues its objectives as defined in its governing document.
- To ensure the organisation applies its resources exclusively in pursuance of its objectives - the charity must not spend money on activities which are not included in its own objectives, no matter how 'charitable' and 'worthwhile' those activities are.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.

In addition with other trustees to hold the charity "in trust" for current and future beneficiaries by:

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for its "corporate" behaviour; ensuring that the charity complies with all legal and regulatory requirements.
- Acting as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity's governance is of the highest possible standard.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions.

The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.

Trustee – Sing Up Foundation

Person specification

Individuals are sought who have a strong empathy with our mission. The Trustees will bring previous high-level experience and we have identified the following areas of expertise that we're interested in adding to our Board:

- Health sector experience with a special interest in mental health and wellbeing
- Fundraising experience with specific interest in trusts and foundations
- Experience in research with a background in science
- Local or regional experience within the mental health sector specifically with young people and adolescents

The Board of Trustees are jointly and severally responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

All trustees, should also be aware of, and understand, their individual and collective responsibilities, and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the charity.

Experience:

- Successful experience of operating within a board in a charitable, public sector or commercial organisation
- Demonstrable experience of building and sustaining relationships with key stakeholders and colleagues to achieve organisational objectives
- A proven track record of sound judgement and effective decision making
- A history of impartiality, fairness and the ability to respect confidences
- A track record of commitment to promoting equality and diversity

Knowledge, skills and understanding:

- Commitment to the organisation and a willingness to devote the necessary time and effort
- Preparedness to make recommendations to the board, and a willingness to speak their mind
- Willingness to be available for advice and enquiries on an ad hoc basis
- Good, independent judgement and strategic vision
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- An understanding of the respective roles of the Chair, Trustees and Head of Foundation