

# Trustee Recruitment

## Your guide to becoming a Trustee.



[www.ellenor.org](http://www.ellenor.org)

Registered Charity No: 1121561

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# About us

**ellenor** is a charity providing all-encompassing hospice care for both adults and children living in North Kent and Bexley. Our services for adults include Inpatient Ward, Living Well program, Hospice @ Home, Care Home Support Team, and a range of Wellbeing services, including therapies.

For children in Dartford, Gravesham and Swanley, we provide clinical nursing support working with children's families to provide care at their place of choice, which is often their own home. This means the children can receive care in familiar surroundings.

In addition, we provide Respite and Wellbeing services, which include Play Therapy, Music Therapy, Counselling, Bereavement Support to mention just a few.

The population of our core area, where both adult and children's services are provided, is approximately.

270,000 people with over 45,000 adults above the age of 65. The children's service area also extends to Bexley, covering a population of around 250,000.

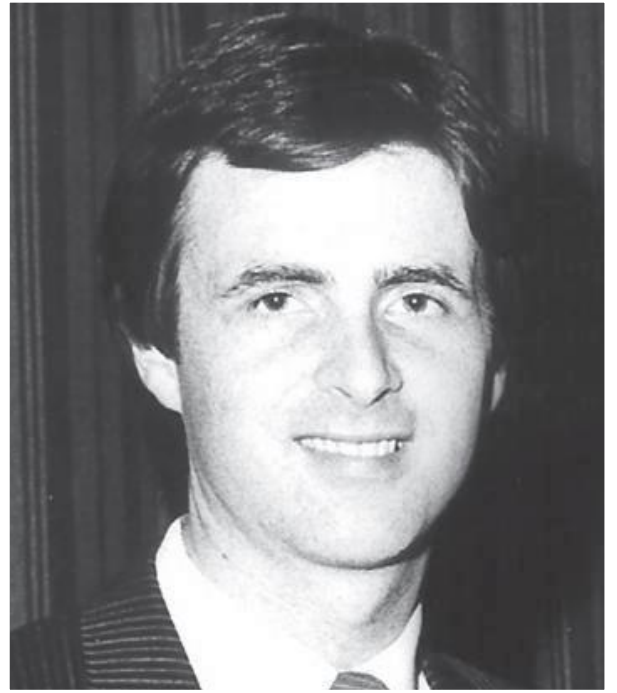


## Our story

Graham Perolls founded the Ellenor Foundation in 1985, inspired by a vision that those facing the end of life should have only the best care possible either at home, or as close to it as possible. He was inspired to start the organisation by the deaths of both his parents Ellen and Norman, after one died at home and the other in a hospice.

**At the heart of this vision, was the impact end of life care has on families – something eventually we will all face.**

**Graham's vision was to help others who find themselves on the same journey that he had travelled with his parents; and to do everything in his power to make the journey the best it could be.**



In founding the charity, both Ellen and Norman could live on through the work of others, to enable all to receive the ultimate in care and love at the end of life.

But Graham did recognise the good foundations we have in this country and people's willingness to help, when travelling overseas he saw that others had much less.

Which led to the foundation of Romania Hospice of Hope and the international **ellenor** community link starting to form.



# Our story

While the roots for the Ellenor Foundation were laid in the early 1980s, a group of fundraisers were also looking to open a hospice in Gravesend. Thanks to a huge fundraising effort in the community led by local Lions clubs, kick-started by an anonymous donation, The Lions Hospice was built and opened in 1992.

In 1994, The Ellenor Foundation established the first children's hospice at home service in the UK, with one nurse caring for 15 seriously ill children. This service became chYps in later years and the service expanded its reach into West Kent.

After many years of working together, The Ellenor Foundation and The Lions Hospice merged in November 2007 to form 'Ellenor Lions Hospices'. In April 2015, we embarked on a new future as **ellenor**, building on our history and reputation of excellence and care to give us the best chance to be heard, gain support and provide the high quality services that our vision and mission requires.



# Our Brand Vision, Mission, and Values



**People  
are at the heart  
of everything we do**

## Our Vision

**We are** dedicated to enabling every person we support to have a seamless and personal experience, that meets their personal needs and wishes.

## Our Mission

**We respect** patients' dignity and independence, providing quality care and supporting them and their families to live with life limiting illnesses in their homes or our hospice.



## Our Brand Vision, Mission, and Values



### Our Values

**We are inclusive**  
We work together with you, your families, and our community to ensure your care is based on what you tell us is important to your individual needs and preferences.

**We are caring**  
We are caring with every interaction. Our team of professionals are employed and trained to the very highest standards. It is why we care.

**We are focused**  
We are focused on providing high quality services with compassion.



## Our Brand Vision, Mission, and Values



### Staff Values



#### Communication

Communicates effectively and is able to listen to others as well as successfully relay their own ideas and opinions.



#### Learning and Reflection

Brings learning to life and is able to find relevance and meaning in the learning use in the workplace.



#### Empowerment

Supports, trusts and empowers others.



#### Accountability

"If it is to be, then it is up to me," takes ownership.



#### Respect and Dignity

Recognising and respecting everyone's differences and treating them how you would like to be treated.





## Our Brand Vision, Mission, and Values



## Our ellenor Team



# What we are looking for

We have several Trustee positions that will be vacant in 2024 and whether you are an experienced Trustee or wanting to take your first step at Board level, we want to hear from you.

**We welcome well connected business people, from all sectors.** We are particularly looking for applicants with the following skills and backgrounds – but we don't expect to find all these attributes in one person;

- Accounting or legal background
- Health and Social Care
- Contracting/project delivery
- Social Media/IT/AI
- Chartered Surveyor/Property
- We are also keen to hear from younger inspiring trustees (over 21)

The Board is keen to particularly encourage applications from people of all backgrounds and communities to expand the diversity of our thinking.



# Time commitment and location

There are typically four Board meetings each year lasting between two and three hours, held in Gravesend on a Monday evening. In addition, one or two away-days may be held for strategic planning and Board development.

There are three standing committees and one sub-committee. Board members are usually expected to serve on at least one committee and to take part in working groups from time to time. Meetings also take place in Gravesend but at varying times to best suit the committee members.

Board members are expected to maintain a high level of contact with **ellenor** so that they understand what it is doing and feel confident about the quality of its work.



# Role description

## Role

As a Trustee you are responsible for the charity as defined in section 97 of the Charities Act 1995.

The Chair leads the Board of Trustees in the execution of their duties.

The Board of Trustees are jointly responsible for the governance and strategy of **ellenor**, its financial health and the probity of its activities in accordance with **ellenor's** Articles of Association (the "Articles") and applicable legal requirements.

The Trustees also oversee the day-to-day management of **ellenor** by the Executive team in accordance with the Delegation of Authority policy approved by the Trustees.



## Role description

### Key responsibilities

As a member of the Board of Trustees, you will:

1. Understand **ellenor's** aims and objectives.
2. Attend and contribute to meetings of the Board and its committees as relevant.
3. Maintain a governance perspective by ensuring that the Board:
  - **Approves and actively monitors the implementation of ellenor's strategy, evaluating performance against agreed targets;**
  - Ensures **ellenor's** financial stability of the charity; acts as guardians of its assets, both tangible and intangible and takes all due care over their security, deployment, and proper application; and ensures proper investment of ellenor's funds.
  - **Safeguards ellenor's reputation, ethos and values;**
  - Delegates implementation of its decisions to the Chief Executive and the senior management team through a regularly reviewed and Board-approved Delegation of Authority policy;
  - **Manages the team in achieving ellenor's aims;**
  - Supports and promotes equality and diversity across **ellenor.**

The above list of duties is not exhaustive and Trustees will be expected to perform additional duties as are reasonably commensurate with their role.



# What you will benefit from

## As a Trustee, you will

- Receive an induction and ongoing training.
- Have opportunities to take strategic decisions and develop new skills.
- Be able to make a real difference to the patients and families we care for.

Board positions are unpaid, although reasonable expenses may be reimbursed. Successful candidates will be appointed for a probationary period with a view to full Board membership after 6 months.

# How to apply

Please email your CV and a short covering letter to Mr Mac Cheema, Board Chair c/o [executive.assistant@ellenor.org](mailto:executive.assistant@ellenor.org)

Deadline for applications: Friday 5 April 2024



# For more information

visit [www.ellenor.org](http://www.ellenor.org)

If you would like an informal chat with our Board Chair or Chief Executive, please call 01474 320007 and ask to speak to the Executive Assistant.



ellenor, Coldharbour Road, Gravesend, Kent DA11 7HQ [www.ellenor.org](http://www.ellenor.org)

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