



Appointment Brief

For the position of
Trustee

January 2022



Welcome to CAPE

Catherine Taylor

Board Chair

Dear Candidate

On Behalf of the Board of Trustees, I am delighted to introduce you to CAPE and thank you for your interest in playing an important role in the charity's future.

CAPE provides vital services to people with enduring mental health needs in the London Borough of Ealing and although we are only a small charity our impact is significant.

We are seeking to appoint a trustee who will work across the broad spectrum of issues that arise at board level but who have experience in safeguarding.

We look forward to receiving your application.

Catherine Taylor

Our Vision, Missions and Values



Vision

A world where adults who experience complex and enduring mental ill health build their emotional resilience and can live a fulfilled life.

Mission

- Provide psychotherapy services either on a one-to-one basis or group therapy to individuals with complex mental health issues who experience barriers accessing talking therapies or other acute mental health services.
- Provide focused strength based emotional therapeutic services on a one-to-one basis, enabling and empowering individuals to determine their own pathways and solutions to reach their goals.
- Connect individuals to people, places, services, and communities that support their sense of self and choices.
- Develop partnerships through co-production with other organisations, to map essential connections and pathways and develop further the ability to signpost.
- Continuously review our client group, best practice, and impact to ensure our principles and values are fit for purpose.

Values

- Value the potential of each individual. Their skills, capacity, knowledge, potential, connections to live the life they choose.
- Promote collaborative models of working for individuals – so the client can become their own co-producer of positive mental health.
- Safeguard each individual story – recognising the strengths and resilience of each story.

- **Support prevention and independence – by promoting possibilities and solutions that enable and empower individuals to determine their own pathways.**

Organisational Overview

OUR ORGANISATION's history

Community Activities Project Ealing (CAPE) was founded over 20 years ago, to meet the needs of individuals living with mental health needs in the local community. Our founding service was an outreach service to connect and support those 'hard to reach'. This service continues to this day. Over the years, however, we have recognised that each person is exceptional with aspirations to live a life that is not dominated by their long-term diagnosis, by using their unique strengths they can create a life that is happy and fulfilled.

OUR ORGANISATION's achievements

In the last 5 years CAPE income streams have grown by over 60%. This has enabled the organisation to meet the needs of clients who are unable to attend our building-based services by expanding our outreach service. We have been able to innovate in the mental health field in Ealing by meeting a gap in the talking therapies market by piloting and then attracting evidenced stable grant funding for four years to provide 1-1 psychotherapy and therapy groups to those who are unable to access statutory services for example those with psychosis and personality disorder.

We have moved from grant funding to structured market (contract) to deliver CAPE core building based mental health in the community services that provides stable income for four years over the life of our Business Plan. We have invested in our open market by developing our trading arm CAPE Shops Ltd.

We have attracted vital core funding from Lloyds Foundation over three years, that has enabled us to strengthen our back-office functions during a period of

growth and funding specific services while we seek continuation and on-going development funding.

We alongside our partners have increased our reach into the community to provide the mental health arm of vital women only services to support those with complex needs for example sex workers and trafficked women.

In the last four years we have increased our support to 42% more individuals based on articulated needs and local gaps in provision.

You can read CAPE Business Plan 20-24 [here](#)

Role Description

Individuals are sought who have a strong empathy with CAPE's mission. A world where adults experiencing complex and enduring mental ill health build their emotional resilience and can live a fulfilled life. In particular at this time we are seeking experience, insight and expertise in Safeguarding as core to our purpose is the safety of the people, staff and communities we work with.

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

All trustees should be aware of and understand their individual and collective responsibilities.

Role	Safeguarding Lead Trustee
Salary	Unremunerated
Location	Meetings will take place in Ealing London or on line (zoom)
Time Commitment	<ul style="list-style-type: none">• Four Management Committee meetings per year (2 hours each) an Annual General Meeting.• One annual Strategy Away Day (Full day)• Risk & Compliance Sub- Committee at least 4 times per year.
Start Date	As soon as possible.
Term	Two years' commitment in the first instance, with the possibility of further terms.

Person Specification

- Essential – A commitment to CAPE’s charitable mission.
- Essential – Understanding of how a successful board operates within a charitable, public sector or commercial organisation.
- Essential – Experience effective, fair and impartial decision making.
- Essential – Demonstrable experience of building and sustaining relationships with key stakeholders and colleagues to achieve organisational objectives.
- Essential – A track record of commitment to promoting equality and diversity.
- Essential – Willingness to contribute the time and effort necessary to the position
- Essential – Understanding of good governance.

Knowledge, Skills and Understanding -Safeguarding

The role of the safeguarding lead trustee is to help ensure that safeguarding in the organisation is effective and not to carry out the work of the Designated Safeguarding Lead, which is an officer role. The role is to lead specifically around strategic issues.

- Essential –Senior Management and /or practitioner experience with responsibility for safeguarding.
- Be the trustee who understands the safeguarding requirements of the organisation.
- Support the work of the designated safeguarding lead.
- Meet regularly with the designated safeguarding lead and any other relevant staff.
- Report back to the Board about his/her activities to inform them in order to facilitate scrutiny and impact of safeguarding; and ensure compliance with statutory duties.
- Ensure that safeguarding deficiencies are brought to the Board
- Ensure that the safeguarding and associated policies is being followed in practice; and to be involved in any policy review.
- Report to the board so that they can ensure resources are effectively allocated or where changes might be required.
- Ensure that the training programme for staff reflects the needs of the organisation and statutory regulations.
- Ensure that there is a consistent approach to safeguarding and adult and child protection across the organisation.

- Ensure that safer recruitment processes are in place.

To Apply

Please email a CV and a cover letter stating your experience to: tracey@capeproject.org

Deadline

Further

Details

Please visit www.capeproject.org.uk or call Tracey Harrington on 02088962552

If you would like to arrange a short conversation with one of the serving trustees, then Tracey will be able to arrange this.