

## Treasurer Recruitment | June 2022

Thank you for your interest in Anawim.

Anawim works to provide an outstanding service to women. We exist to support women who are vulnerable, providing them and their children with opportunities to reach their full potential. Our aim is to enable women to move their lives forward by improving their mental health and wellbeing. To achieve this, we work with our partners in the community to challenge anything which degrades and diminishes some of the most marginalised members of society.

We trust that you find the information in this pack helpful. You are welcome to contact us if you have any questions or need more information.

Lynne Moran - Chair of Trustees: [LynneMoran@anawim.co.uk](mailto:LynneMoran@anawim.co.uk)

Joy Doal – Chief Executive Officer: [JoyDoal@anawim.co.uk](mailto:JoyDoal@anawim.co.uk)

Lizzie Abderrahim – Company Secretary: [LizzieAbderrahim@anawim.co.uk](mailto:LizzieAbderrahim@anawim.co.uk)

### Our story

Anawim was founded over 30 years ago by two pioneering nuns, Sister Magdalene Matthews and Sister Maisie Nevin, who moved into a red-light district in Balsall Heath which at the time was described as 'Britain's busiest cul-de-sac'. They decided to open their home as a drop-in centre to women in the local community who were involved in prostitution and vulnerable to exploitation. The Sisters were struck by the difference it made for women to have a safe space, a warm drink and a listening ear. A place they could go without fear of judgement, to meet other women who cared deeply about their wellbeing. Motivated by unconditional love, an appreciation of the value of every woman, and a commitment to helping people to live life to the full, the Sisters' mission continues to inspire us.

### What we do

Anawim supports women to access a range of services all under one roof. We have learned what works and have developed a reputation for being reliable, trustworthy and effective, both proactive and reactive to the needs of our women. Our caseworkers have the flexibility to support women's individual needs and experiences, using gender-responsive and trauma-informed approaches, meaning they are much more likely to engage and make positive progress. Our approach works because we help women to break down the barriers to engagement by always listening and adapting our service.

Women supported by Anawim often present with multiple and complex needs. They may be experiencing personality disorders and other mental ill-health; have been caught up in the criminal justice system; be experiencing sexual and domestic abuse or dealing with the lasting trauma of historic incidents, resulting to substance misuse as a coping mechanism.

In particular, women diagnosed with personality disorders may struggle to regulate emotions and communicate their needs to multiple agencies, making it difficult to access appropriate support elsewhere. Our teams work holistically to provide each woman with a tailored support package, creating an integrated approach that women need and deserve.

### **Anawim in 2022**

From listening to women for over 30 years, we know that every woman's story is different. That's why everything we do is informed by individual needs, which means we offer the broadest support. From a place to stay when women are leaving prison, or a place to visit when things are tough, to courses, activities, counselling, help with parenting, care, specialised support, clothes, food and other essentials like access to a phone and the internet – women's lives can sometimes depend on us. Until women's needs are fully recognised by society, we will continue to fight for justice and advocate for change. For us to be able to achieve this the Board of Trustees has recently approved a five-year strategy that sets out our vision, our mission and identifies our strategic objectives, as below.

#### **Our vision**

*A world where women and girls are safe, free, valued and empowered members of society*

#### **Our mission**

*To provide outstanding trauma informed services including holistic support and advocacy to enable women to reach their potential*

#### **Our strategic objectives**

1. The provision of outstanding services for women and girls.
2. To continually develop our staff and volunteers so they feel valued and involved.
3. To develop and maintain strong and effective partnerships to help women whatever their needs.
4. To strengthen our profile locally and nationally and to amplify the voices of women.
5. To increase our funding and manage our resources effectively.

#### **Meet the staff and trustees**

Anawim's Board of Trustees is made up of six nominated trustees and up to eight appointed trustees [nominated trustees are those appointed by Anawim's two Foundation Partners - The English Province of Our Lady of Charity of the Good Shepherd and Father Hudson's Care, appointed trustees are those appointed by the Board]. Our current trustees and their membership of the four Board committees is described below.

Lynne Moran

Chair: Board of Trustees

Chair: Partnerships, Profile and Impact [PPI] Committee

Robin Daniels

Chair: Finance, Audit, Investment and Fundraising [FAIF] Committee

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Sukhwinder Salh	Chair: People and Development Committee
Paul Williams	Chair: Operations Committee
Sister Anne Josephine Carr	Member: Partnerships, Profile and Impact Committee
Mary Casey	Member: Partnerships, Profile and Impact Committee
Sister Josephine Collier	Member: People and Development Committee
Puja Desai	Member: Finance, Audit, Investment and Fundraising Committee
Monica Ghai	Member: People and Development Committee
Janet Hemlin	Member: Finance, Audit, Investment and Fundraising Committee
Siobhan Hughes	Member: Operations Committee
Sister Rosemary Kean	Member: Operations Committee
Paula Mitchell	Member: Operations Committee

The day-to-day running of Anawim is delegated to the Chief Executive Officer and to the Senior Management Team who are supported by a team of paid and unpaid staff and volunteers. The Senior Management Team includes:

- Chief Executive Officer – Joy Doal
- Chief Operations Officer – Donna Lewis
- Finance and Contracts Manager – Hannah Ruff
- Head of Service Delivery – Gina Graham
- Fundraising and Communications Manager – Emily Johnson
- Volunteer and Counselling Manager – Hannah Johnson
- Centre Manager & HR Advisor – Iona Clayton
- Service Delivery Managers – Megan Heath, Ellie Ashcroft, Rachael Harris and Katie Dixon
- Data & systems manager – Lisa McHugh

### Trustee Role Profile

We ask that all our trustees offer the following qualities:

- An understanding of the duties and responsibilities that trustees have.
- A commitment to our aims and values.
- A willingness and ability to give the time needed
- An open mind and a willingness to look for solutions.

In addition, we would like our trustees to have the ability to work in a team, to be able to think creatively and be capable of thinking strategically and to have good, independent judgment.

### What we expect of our trustees and what they can expect from us

We expect all our trustees to subscribe to Nolan's seven principles of public life:

*Selflessness – Integrity – Objectivity – Accountability – Openness – Honesty – Leadership.*

We also expect our trustees to commit to attending meetings of the Board of Trustees and to be an active member of at least one of the four Board Committees. Board and Committee meetings are held in a hybrid format and, with the exception of the FAIF Committee, take place on a quarterly basis [the FAIF Committee meets at least six times a year].

To be effective in their role trustees are expected to prepare for meetings by reading the papers [these are distributed at least one week before a meeting] and to familiarise themselves with the work done at Anawim; for example, by attending open days.

In return, trustees can expect to receive training and support and, although the role is unremunerated, travel and other costs associated with carrying out the role may be reimbursed.

### **Our Vacancies**

We are looking for an individual with the background to fulfil the role of Treasurer and who would Chair the FAIF Committee.

#### **Treasurer vacancy**

As the Treasurer you would, in conjunction with the Chief Executive Officer and Finance and Contracts Manager, monitor our financial situation and provide quarterly assurance reports to the Board of Trustees and you would be the Chair of the FAIF Committee. The Committee meets at least six times a year and its key responsibilities include:

- Reviewing the draft annual financial statements and related reports and recommending their approval to the Board of Trustees
- Reviewing the effectiveness and operation of the accounting policies, financial management processes and internal controls
- Monitoring financial risks
- Reviewing the performance of Anawim's investments
- Reviewing progress of the Anawim's fundraising

We are looking for someone who, in addition to the general qualities we've described above in the Trustee Role Profile, may be a qualified accountant; have knowledge of charity SORP and who is able to communicate and explain financial information to trustees and to other stakeholders. Although we would want you to Chair the FAIF Committee we do not expect you to have experience as a committee Chair as training and support can be provided.

### **How to Apply**

If you are interested in becoming one of our trustees, please send us an expression of interest describing your professional background and what you think you would bring to the role. Your expression of interest should not exceed 1000 words and should be sent to the Company Secretary [[LizzieAbderrahim@anawim.co.uk](mailto:LizzieAbderrahim@anawim.co.uk)] by the deadline:

*14<sup>th</sup> August 2022.*

If you would like to arrange a visit to Anawim or to discuss the role of a trustee before submitting an expression of interest, please contact:

Joy Doal [ [JoyDoal@anawim.co.uk](mailto:JoyDoal@anawim.co.uk) ] to arrange a visit to Anawim.

Lynne Moran [ [LynneMoran@anawim.co.uk](mailto:LynneMoran@anawim.co.uk) ] to discuss the role of a trustee.

### **What Happens Next**

All expressions of interest will be acknowledged and, if your interest shows that you have the potential to be one of our trustees, you will be invited to meet with a trustee recruitment panel who will discuss your interest in more detail with you. Subject to those discussions the panel will recommend individuals for appointment as a trustee at the meeting of the Board of Trustees on 23 June 2022. Once their appointment has been approved all new trustees will receive an induction and any necessary training will be offered.

***At Anawim we seek to ensure that we achieve diversity in our workforce and that all applicants and employees receive equal and fair treatment, regardless of age, ethnicity, religion, sexual orientation, disability, culture or nationality.***

For more information check out our website [www.anawim.co.uk](http://www.anawim.co.uk)