

# **Bank Workers Charity**

**Supporting the health and wellbeing of the banking community**

## **Trustee**

### **Applicant information pack**

#### **Contents**

Introduction	Page 2
Key strategic priorities	Page 3–4
Our values	Page 5
Role profile	Page 6–7

## Introduction

Thank you for your interest in joining the Trustee Board at the Bank Workers Charity.

Bank Workers Charity is the working name of the Bankers Benevolent Fund, a Company limited by guarantee in England and Wales (No. 00019366) and a Charity registered in England and Wales (No. 313080).

Our Charity is committed to transforming the wellbeing of the banking community – current and former bank workers, retirees, and their families, by working closely with the banks to promote the wellbeing of their staff. We do this through financial support, advice and information through our staff and engaging specialist external partners dealing with financial and legal matters in addition to counselling provisions for mental health and relationships.

We're recruiting up to three Trustees to deliver our mission to support and improve the wellbeing of UK bank workers past and present, and their families. Our work seeks to support people most in need, and with over 300k people currently working in the sector and 1.1m employed within the sector in the last 20 years, the demand for our support is rising.

As Trustees, we are keen to add to the strengths of the existing Board with the following skills and areas of interest:

- Investment management
- Legal
- Accounting and financial management
- Experience of working in the voluntary sector, in a service delivery or fundraising role

Applicants should be progressive, forward-thinking, and values-based individuals, with the capacity to commit six to eight hours per month to participate fully in our subcommittees, Board meetings and strategic activities.

Previous experience as a Trustee or working in the Banking sector is not required. Full training and support will be provided to enable you to fulfil your duties as a Charity Trustee. We seek and welcome applications from all sections of the wider community.

For a confidential discussion about the role, please contact the Chief Executive Officer, Jonathan Saverimuttu, at the following address: [tr-rec@bwcharity.org.uk](mailto:tr-rec@bwcharity.org.uk).

To apply, please submit your CV and personal statement by email to [tr-rec@bwcharity.org.uk](mailto:tr-rec@bwcharity.org.uk) stating:

1. Why would you like to be a Trustee?
2. What do you hope to gain?
3. What do you hope to offer?

The deadline is 5pm on Thursday 25<sup>th</sup> April 2024. Please also include contact details for two references with your application. References could be from someone who has known you in a professional capacity for at least two years. We will only contact following an interview, and with your consent.

Candidates will be notified if they have been invited to interview by Monday 6<sup>th</sup> May 2024. If you have not been notified by this date, then please assume you have been unsuccessful on this occasion.

For further information about our Charity, visit our website: <https://bwcharity.org.uk/>

## Key strategic priorities 2022 – 2025

We've been supporting the banking community since 1883. From our inception as the Bank Clerks' Orphanage through to our current form, we've offered an ever-broadening range of expert help and advice to current and former UK bank workers and their families. Our support is free, confidential, and independent of the banks themselves.

The period of our last strategy (2019-2022) saw impressive growth in client numbers – with the number of people we directly support each year more than doubling. We've also seen the range and breadth of our services grow, and through the support provided by our own team, partners, or digital resources, we now provide one of widest range of services within the benevolent sector.

For 2022 to 2025, our strategic priorities are:

- Building the wellbeing of the banking community
- Deepening our connection with the banking community
- Equality, diversity and inclusion in everything we do
- Strengthening our organisation
- Building our financial sustainability

### Building the wellbeing of the banking community

We'll collaborate with the community to coproduce our services, and will develop a culture of continuous improvement, optimisation and innovation to ensure we stay relevant and create the best value possible for our resources.

We'll see year-on-year growth in the number of clients we support, increasing the difference we make to the lives of the banking community.

### Deepening our connection with the banking community

We'll increase our direct engagement with the banking community, using communication and content that responds to their needs, feels relevant to their lives, and enhances their wellbeing.

We'll use thought leadership to enhance our reputation, build trust and confidence, and improve the wellbeing of banks.

### Equality, diversity, and inclusion in everything we do

We'll ensure that equality, diversity and inclusion is a common thread that runs through all our work, that we're a welcoming, inclusive workplace for all; that the diversity of our community is represented at every level of our organisation and is able to fully participate in our work; that our services reach our full community and respond to the diversity of needs within it, and that we visibly represent and celebrate the diversity of our community in our work.

## **Strengthening our organisation**

We'll ensure that our organisational governance reflects best practice in our sector, and that we have the operating model our organisation and our clients need for the future. We'll develop our organisational approach to ESG (Environment, Social and Governance).

We'll strive to be a leader in staff wellbeing, demonstrating our expertise through our actions, and will develop an organisational culture in which everyone is empowered to fully contribute to our success.

## Our Values

The Bank Workers Charity's organisational values are Integrity, Caring, Respect, Fairness and Achievement.

Living these values applies to all employees and Trustees, and we value the services and relationships of those who share similar values, such as suppliers and partners. The values will be referenced when recruiting new staff and volunteers. Detailed below is a set of behaviours which link with and reflect our values.

Our values and what they mean				
INTEGRITY	CARING	RESPECT	ACHIEVEMENT	FAIRNESS
Our clients sit at the heart of everything we do.	We care about our colleagues and making a difference in the lives of the people we help.	We respect the people we work with, and the people we work for.	We take pride in what we do and work to get the best outcomes.	We treat people fairly and as individuals.
How we show our values				
We are professional, accountable and follow through on our commitments.	We make the effort to understand our clients' needs.	We empower our clients to make choices in order that they can improve their situation.	We are focused on quality and pay attention to getting things right.	We give each other timely and constructive feedback.
We put the shared interests of the Charity ahead of those of any individual or team.	We do our utmost to help our clients get where they need to be.	We treat people with dignity and respect.	We are innovative and creative; we push to find better ways of doing things.	We work to make everyone feel safe and encouraged to participate.
We are honest and ethical and build trust with our clients, partners and colleagues.	We build strong trusting relationships with the people we work with.	We don't just talk, we work hard to listen, understand and to be understood.	We proactively and willingly collaborate to share ideas and get the best results.	We embrace diversity and seek to be inclusive.
We are proud of our Charity and protect its good reputation.	We care about the wellbeing of ourselves and others, and speak up when things aren't right.	We communicate with clients, partners and colleagues in a clear and transparent way.	We are not afraid to try new things and to learn from our mistakes.	We aim to ensure everyone gets what they need - whether they're clients, partners or colleagues.
We support our colleagues to have the courage to speak out against inappropriate behaviour.	We work well with our colleagues as one team.	We challenge others respectfully and are prepared to be challenged.	We strive to exceed expectations of clients, partners and colleagues.	We say what we mean and we do what we say.
We collaborate and communicate openly and honestly.	We recognise the need for development of individuals and teams so that we can deliver great work.	We respect the beliefs and values of others, even if we don't share them.	We are custodians of the Charity and ensure the legacy of BWC is safe.	We seek to attract and retain the best colleagues.
We are determined to do the right thing and are committed to deliver the right outcomes.	We care about the quality and timeliness of the work we deliver.	We respect the environment we work in and do our utmost to make it a great place to be.	We are self-motivated, flexible, adaptable and embrace change.	We give credit where it's due and reward our colleagues fairly.

## Role profile

### Trustees are collectively responsible for:

- Undertaking the general and specific duties of charity trustees to meet legal requirements and ensure that the organisation is well run, functions within the legal and financial requirements of a UK registered Charity, Company and our Articles of Association, and that we strive for best practice.
- Providing leadership, contributing to the setting, and shaping of our strategic direction and learning from our work as it develops and progresses, and ensuring that we focus on pursuing our objects as defined in our Articles of Association.
- Setting policies and practices that are in keeping with our strategic aims and monitoring progress towards achievement of agreed targets.
- Safeguarding the good name and values of the Bank Workers Charity.
- Protecting and managing our resources and ensuring the proper investment of our funds and our ongoing financial stability.
- Appointing the CEO and monitoring their performance.
- Championing our work by supporting our activities, fostering networks within wider communities, and promoting what we do to their peers and contacts.
- Offering valuable resources in terms of supporting, questioning and holding to account the Executive, and engaging in particular projects from time to time, according to skills, expertise and interests.

### Knowledge and experience – You'll bring:

- A broad understanding of the health and wellbeing issues facing the banking community, and the role of organisations such as the Bank Workers Charity in promoting wellbeing and providing support.
- Understanding of the principles of good governance, and the respective roles of the Board of Trustees and the Executive, and how they can effectively work together.
- Previous experience of sitting on a Board or other governing body is desirable, but not essential.

## Skills, values, and behaviours – You'll be:

- Strategically minded, with ability to focus on key organisational issues and long-term organisational effectiveness.
- A team-player who's naturally collaborative and with exceptional interpersonal and relationship-building skills.
- Demonstrably committed to the principles of equality, diversity, and inclusion, and able to apply your commitment in a Trustee role.
- Committed to the mission and values of the Bank Workers Charity.

## Terms of appointment

- The position is voluntary and unremunerated, although reasonable travel and related expenses will be reimbursed.
- Trustees must be willing to commit to attending 4 Board meetings and 4 Committee meetings per calendar year, preparation time for meetings and in-person strategy days.
- Under our Articles of Association, one fifth of Trustees retire on rotation. Currently, we're reviewing our governance arrangements, and it's likely we'll introduce fixed terms for Trustees.

## Eligibility Criteria

We seek and welcome applications from all sections of the wider community. Applicants are expected to meet the following criteria in line with the Charity Commission and Companies House rules.

- Be over the age of 18.
- Not disqualified by the Charities Act 1993 (section 72) from acting as a charity trustee, and not previously been removed from trusteeship of a charity by a Court or the Charity Commission.
- Not under a disqualification order under the Company Directors' Disqualification Act 1986.
- Not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).