



Trustee Recruitment Prospectus.

**Opportunity to join the
Board of Trustees at
Forever Manchester**

About Forever Manchester

Forever Manchester is the only charity that raises money to fund and support community activity across Greater Manchester. We believe that connected communities make stronger, happier communities, so we love any activity that brings people together.

In every neighbourhood across Greater Manchester there are thousands of people involved in community activity. In fact, at any given time there are an unbelievable 20,000 local grassroots projects of varying sizes and interests taking place. These activities are the lifeblood of our neighbourhoods, they are happening right now on our doorsteps, and they are being run by people who give up their precious time to make our communities happier and safer places to be.

Forever Manchester cares about those people who care enough to act. We champion local people doing extraordinary things together. And when advice, encouragement and funding is needed, Forever Manchester is there to provide a hand up to support them.

Since Forever Manchester was established in 1989 we have delivered over £57 million into local communities, benefiting 1.2 million people. All of the money raised for Forever Manchester is used to fund and support over 1,000 community projects each year. This means we will have supported community activity within one mile of your home or business if it's in Greater Manchester.

Forever Manchester is a charity for people round 'ere, supporting community activity year in and year out. But to do all this great stuff we need to raise money. So whether you are a company or individual, your generosity can create something special right across Greater Manchester, keeping it great.

Join the movement.
Get involved.

[ForeverManchester.com](https://forevermanchester.com)

Greater Manchester's Community Foundation

Forever Manchester is part of a global movement of more than 2,000 Community Foundations.

In the UK we are part of UK Community Foundations (UKCF); a national network of 47 community foundations, bringing together people and organisations that want to improve their communities. UKCF is the only national network of charitable funders with a physical presence in every part of the UK.

The community foundation model is place-based. This means that funds are distributed to the local area or region in which the funder is based. Place-based funding works on the principles of community engagement and collaboration.

Its success as a model depends on long-term partnerships, relationship building and being able to leverage local philanthropy to address local problems. Over time community foundations have developed an expert understanding of the issues in an area and how best to deliver funding to tackle them.

For community foundations no place or neighbourhood is "forgotten" or "left behind". Their understanding of need isn't shaped by stereotypes, preconceptions, or assumptions about a locality, rather it is shaped by decades of listening, learning, and living in the places that they operate.

Typically, community foundations are independent registered philanthropic charities serving geographically defined area.

Characteristics of a Community Foundation

- ☒ Act as grant-making foundations
- ☒ Their mission is broadly defined
- ☒ Serve geographically defined communities
- ☒ Are supported by a broad range of private as well as public donors and seek philanthropic contributions primarily from inside the community.
- ☒ Are governed by multi-sectoral, local boards reflecting the community
- ☒ Build capital endowment, which is an important element of sustainability



The Opportunity

We're recruiting for 3 volunteer trustees including a Treasurer, to join our Board.

We're looking for people who have a love for, and strong connection with Greater Manchester, who share our passion for the work of small, local charities and who have an enthusiasm for making a difference through giving and philanthropy.

We're keen to hear from people with a wide range of lived and learned experience which would assist the Board and help us achieve our goals.

You'll need the time and flexibility to take up the role, and the ability to commit to a minimum four-year term with a review after two years.

On average, we estimate the role takes up around half a day a month

You don't need to have been a Trustee already, however we are ideally looking for experience in some of the following areas:

- ✖ Board or senior leadership roles
- ✖ Experience of major fundraising or philanthropy (in a professional capacity or as a volunteer e.g. on a charity development/appeals committee)
- ✖ Understanding of investment/ wealth management, especially responsible investment (as a personal investor, a professional advisor or from eg a pension fund committee)
- ✖ Commercial experience of understanding monitoring and managing risk
- ✖ Experience of finance; whether that's in a management positioning monitor and maintaining budgets, an executive position managing a P&L or a dedicated finance function
- ✖ Knowledge and networks in Greater Manchester
- ✖ Understanding of growing a small professional services business (our trading subsidiary, Forever Consulting), in a way that best supports the wider charity. This may include business development, establishing realistic growth plans and mitigating risks.

For the Treasurer's role, we're looking for someone who can also:

Work with the Director of Finance to oversee, approve and present budgets, accounts and financial statements.



What's involved?

The Board acts collectively to govern the charity, ensuring we fulfil our purpose and mission and remain accountable to stakeholders and regulators.

Trustees agree and evaluate the organisation's strategy, safeguard our reputation, and ensure we're well run, financially stable, and that our funds are properly invested. They also uphold our values and policies and are advocates for what we do.

With an office based on Cross Street in central Manchester, the full Board meets four times a year, plus an annual strategy day. Our AGM forms part of our November Board meeting. Board meetings take place on Thursday lunchtimes starting at 12 noon and usually last no longer than two hours.

Board papers are shared one week prior to the meetings. Board members are expected to read and digest this information. Trustees will also be asked join at least one sub-committee or task group.

Between meetings, trustees may be asked to provide advice and support to the charity's staff, especially on matters relating to their areas of expertise, although the level of time involved is unlikely to be onerous. Additionally, trustees are encouraged to attend as many Forever Manchester events as possible.

What Can You Expect?

- Full induction and continuing development and learning opportunities, including access to national conferences and networks.
- A strong values-led culture with excellent morale and a great sense of humour
- A commitment to diversity, equity & inclusion.
- The opportunity to be part of leading a charity whose governance and operations are independently quality assured.
- Seeing first-hand how grassroots locally led community projects create stronger, happier communities.
- The role is voluntary but reasonable out-of-pocket expenses will be reimbursed.

Equity, Diversity and Inclusion

We are committed to recruiting excellent and diverse trustees because it's important that our board reflect the communities we serve. We encourage applications from all ethnic, socio-economic, religious and professional and personal backgrounds.

Whether you're an experienced trustee or taking your first steps into governance, if you have the commitment, values and skills, we will make it easy to join, participate and share your expertise in your role as a Forever Manchester trustee.

Who you'll be working with

President

- ✎ **William Lees-Jones**
Managing Director of J.W. Lees
[LinkedIn Profile](#)

Board of Trustees

- ✎ **Al Mackin** - Chair
Founder and Director of theEword
[LinkedIn Profile](#)
- ✎ **Sandy Lindsay MBE** - Vice Chair
Owner / Managing Director of Tangerine PR,
Director of The Juice Academy
[LinkedIn Profile](#)
- ✎ **Sam Booth**
CEO of pro-manchester
[LinkedIn Profile](#)
- ✎ **Claire Ebrey**
Consultant
[LinkedIn Profile](#)
- ✎ **Christina Taylor**
CEO at Aim Sky High,
Founder of The Purpose Agency
[LinkedIn Profile](#)

Chief Executive

- ✎ **Nick Massey DL**
[LinkedIn Profile](#)

How to apply

If you are interested in becoming a Forever Manchester Trustee, please email your contact details by the end of January 2023.

recruitment@forevermanchester.com

We'll then provide you with more information together with details of the next steps.

If you're shortlisted, we'll arrange a discussion with a panel of our Trustees, and you'll have a chance to meet our CEO and speak to the Chair.

More Information

For more information about us visit

ForeverManchester.com

Forever Manchester is a Living Wage Employer and registered with the Fundraising Regulator.

Our registered charity number is 1017504.

Our limited company number is 2785133.

We also encourage you to read:

- ✎ [The Charity Commission's Trustee Guide](#)
- ✎ www.charitygovernancecode.org





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Company Limited by Guarantee
Registered in England and Wales under 2785133
Registered Charity No. 1017504

