



GB Ministries is the operating name of The Girls' Brigade England & Wales; a company limited by guarantee (No.206877) and a registered charity (No.206655).

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## Girls' Brigade Ministries

The needs of young people, communities and the church are changing. As a (primarily) girls-only youth organisation, motivated by our Christian faith, Girls' Brigade Ministries (GBM) has a key role in helping girls and young women to openly explore and engage with real life and the gospel truths in a fun, informative and hopeful way. GBM is open to all girls and young women irrespective of their faith, background, or ability. We work in all areas of England and Wales, including some deprived communities and rural areas, bringing hope and social action. We work in schools and churches raising awareness of issues affecting girls and young women. We have around 8,500 young people who meet in more than 400 groups each week, supported by a network of over 2,500 volunteers, we equip and disciple girls and women, and have a thriving digital ministry. We're looking for people who can help us achieve our vision for lives and communities to be transformed and enriched as generations seek, serve and follow Jesus Christ.

We're recruiting up to four new trustees to join our board, providing leadership and helping shape the future ministry of GBM. We're looking for a range of governance skills and experience relevant to our strategic objectives. We're seeking candidates with experience in diversity and inclusion, finance, charity governance and commercial/marketing experience.

Like many charities, GBM has been impacted by COVID-19, and although face-to-face activities have been suspended for part of this year, we've continued to deliver services online and offline to children and young people. GBM has an important part to play in the lives of children and young people at this time, with youth work being identified by the Government as an essential service. During the coming year, the trustees will play an important part in continuing to lead GBM through the pandemic into future recovery, in a landscape that will be changed and will bring challenges to GBM's finances, volunteers and to the lives of the children and young people we support.

As a trustee board member, you'll bring your ideas and influence to board meetings and stakeholder events. You may also sit on one of our governance committees, contributing your skills and knowledge to help GBM thrive. As a trustee, you'll be responsible for providing leadership and support to our senior staff and volunteers to deliver our strategy and ensure that everything we do supports our mission.

It's important to us that we have a range of perspectives and experiences on our board and we welcome candidates from all backgrounds who think they have the required skills, are aligned to our values and can contribute as a trustee.

I hope that reading this pack will inspire you to put yourself forward and tell us why you want to contribute to the work and future of GBM. We'd love to hear from you.

Jo Greengrass  
Chair  
Board of Trustees

## About Girls' Brigade Ministries



The name of the charity is The Girls' Brigade England & Wales. It also operates as, and is known as, GB Ministries or GBM.

### What we do?

#### Local community groups

We're best known for our weekly uniformed community groups, which are open to all girls and young women.

We want each of our members to find their GB group a safe environment where they can relate to one another, have fun, learn new skills, make a difference in their community and discover more of how relationship with Jesus Christ makes a difference to life.

The groups offer an opportunity to connect with children, young people and their families locally. Around 80% of those we work with connect to church through the work of GB, providing church with a great tool for mission and outreach into their local community. We have four age categories: **n:vestigate** for 4-8s, **n:gage** for 7-11s; **n:counta** for 11-14s; and **n:spire** for 13-18s.

#### Video blog koko

koko is an online place for teenage girls packed full of films and blogs about living life to the full in a hope-filled way. It's also an excellent resource for youth workers sparking conversations on topics such as self-harm, bereavement, kindness, and healthy relationships.

#### The Esther Collective for 18-30s

The Esther Collective is a growing community of 18-30s women who, through intentional friendships, exploration, and encounter, are supporting one another to develop integrity, influence, and faith in their homes, everyday lives, study and workplaces.

#### Retreats for women

We hold regular retreat days providing opportunities for women, both in and out of GBM, to have space to connect with one another and to connect with God.

## **Mission consultancy and equipping sessions**

GBM is increasingly being called to resource churches and youth leaders to holistically develop girls and young women by turning up the volume of hope on the issues affecting them, through leading workshops and equipping sessions around girls' issues, and by providing consultation to local churches in mission and discipleship.

## **Being a trustee**

The board is made up of 10 trustee positions which include the chair of the board, the chair of the Girls' Brigade England & Wales network of local community groups, and trustees drawn from inside and outside GBM. So, you don't have to be a member of Girls' Brigade to be a trustee. We want our board to offer a variety of perspectives and experiences.

You can find some details of our current trustees at <https://www.girlsbrigadeministries.org.uk/about-girls-brigade-ministries/governance-2/>.

The board of trustees meets at least four times a year. In addition to the board, there are three governance groups made up of both trustees and non-trustees. The Risk Group, Finance Group and Personnel Group. Each usually meets two times per year. There's also a committee, the Network Executive, with responsibility for the operational aspects of GBM's uniformed community groups.

As a trustee you'll serve a three-year term of office, with a possible second term following a review of performance and a consideration of the balance of skills and expertise needed on the board at that time. We choose all our trustees based on a person specification and a skills matrix, which reflects the needs of good governance and the needs of GBM.

## **Your responsibilities**

The board of trustees must direct GB Ministries' affairs in such a way as to promote its Objects and is responsible for the strategic management, direction and overall control of GB Ministries. It has overall legal responsibility for the direction and control of Girls' Brigade Ministries. It's also accountable for complying with legislative and regulatory requirements. So as a trustee you have legal duties and responsibilities.

It's a voluntary role, and you must be committed to furthering the purposes of GBM, and have the skills, experience and personal qualities needed for the strategic leadership of our organisation and its mission. The board is a strategic body and, as such, is concerned with the overall vision and management of GB Ministries. It's not involved in every detail of every decision and the day-to-day operations are conducted by the staff team and volunteers.

To serve as a trustee you must be over the age of 18 and not be disqualified because of bankruptcy, unspent criminal convictions for offences of deception or dishonesty, or a legal order for removal/disqualification as a trustee or company director. It's a criminal offence to act as a trustee while disqualified. As a trustee you must always act in the interests of Girls' Brigade.

## **GB Ministries' board - terms of reference**

The responsibilities of the board include:

- Defining and ensuring compliance with the values and objectives of GB Ministries and establishing policies and plans to achieve those objectives
- Approving each year's budget and accounts before publication and appointing the auditors
- Overseeing strategic and organisational risk appetite and policy, the corporate risk register, and mitigating actions
- Establishing and overseeing a framework of delegation of its powers to employees and committees with proper systems of control
- Monitoring GB Ministries' performance in relation to its plans, budget controls and decisions
- Appointing (and, if necessary, removing) senior staff, providing direction to and managing the performance of the director and their remuneration
- Satisfying itself that GB Ministries' affairs are conducted in accordance with generally accepted standards of performance and propriety, including legal, charitable, and regulatory requirements
- Taking appropriate advice on matters of legal compliance and financial viability
- To appoint the board chair, other officers, and trustees
- To manage conflicts of interest.

## **Trustee role description**

Members of the GB Ministries trustee board play an important role in the leadership, and development, of the ministry of Girls' Brigade. As a trustee, and collectively as a board, you must:

- Attend trustee board and committee meetings - attending at least two-thirds of the board meetings held in any one year
- Serve on work groups/standing committees as agreed with the board
- Ensure that the affairs of GB Ministries are conducted properly, lawfully and on a sound financial basis
- Properly carry out any board duties for which you're personally responsible
- Develop and help follow through the aims, objectives, strategy, and policy of GB Ministries in a way that is consistent with the vision, aims, values and overall direction and strategy of the charity
- Seek the guidance of the England & Wales Network Executive and Council as envisaged by the Memorandum and Articles of Association and the Governance Document
- Support the work of the staff prayerfully and supervise them effectively – acting as a critical friend
- Represent Girls' Brigade Ministries internally and externally.

All new trustees will receive an induction into the charity and their role as a trustee. We encourage trustees to build relationships through a buddy system to encourage engagement and sharing of expertise.

## Time commitment

Around 10 to 15 days a year, this includes reading and prep time and is broken down as follows:

- Attending four board meetings a year (virtual or face-to-face) and occasional additional meetings. Face-to-face meetings are usually, but not always, held in London
- Attending two to four governance groups a year
- Participating in some of GB Ministries' work, such as sitting on a trustee recruitment panel or attending some of our events. Ideally you should allow two or three days a year for this.

Trustees serve for three years, with the possibility to serve a further three-year term after this.

This is not a paid role, but GB Ministries will cover all your reasonable expenses.

## Person specification

Members of the trustee board play an important role in the leadership and development of GBM's ministry, and we look to the trustees to be people who are:

- Open and courageous to follow God's leading
- Personally exploring, discovering, and following Jesus Christ
- Willing to accept GB's missional statements and approach their role in tune with our values.

We also ask that they have:

- Commitment to the mission of GB England & Wales as part of the wider mission of GB Ministries
- Willingness to devote the necessary time and effort to carry out fully the tasks and responsibilities of a board member
- Strategic vision
- Independent and sound judgement
- An ability to think creatively and independently
- Good self-expression and ability to make effective contributions
- An ability to work effectively as a member of a team
- Willingness to support the ministry in prayer and encouragement
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of both a trustee and a company director
- Willingness to adhere to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

## How to apply

To apply, please submit the documents listed below which can be found at <https://www.girlsbrigadeministries.org.uk/trustee-recruitment/>:

- Personal profile and skills statement
- Supporting letter outlining why you want to contribute to the work and future of GBM
- Reference details
- Diversity monitoring form.

**The closing date is Wednesday, 25 November 2020.**

If you want to know more about the role or selection process, please contact Julie Murdy – [gbco@gb-ministries.org](mailto:gbco@gb-ministries.org) or call 01246 582322.

## Timeline

Application closing date	Wednesday 25 November 2020
Shortlisted candidates invited to interview Unsuccessful candidates notified	Thursday 3 December 2020
Interviews (will take place online)	Wednesday 9 and Thursday 10 December 2020
Offers to successful candidates	From 14 December 2020
Unsuccessful candidates contacted and notified	By 18 December 2020
Appointment of successful candidates and first board meeting	w/c 15 February 2021

### Expenses

All reasonable expenses incurred in attending an interview will be reimbursed. We can arrange reasonable accommodation or travel in advance if needed – please get in touch to let us know.

### Adjustments

If you need any interview adjustments to be made, please let us know in advance.