

CAMPBELL
TICKELL



Board Members

Recruitment Pack

August 2024

Your application

Thank you very much for your interest in these Board Member posts at Kyndi. On the following pages, you will find details of the role and the selection process to assist you in completing and tailoring your application.

You will no doubt do your own due diligence but do read this pack carefully as it will provide you with a good overview of the organisation and role. After you have done that, please feel free to get in touch with me, so that we can talk through your offer and get a sense of how that aligns to what Kyndi is seeking.

To apply, we will need the following from you:

- A CV. Make sure this confirms your current/most recent roles (you can sum up earlier roles, say before the last 15 years), tell us about your achievements so we get a picture of your skills and experience, and try to keep it to two pages or three at most;
- A personal statement. We want to hear about your motivation, why this role/ organisation, and you will also want to evidence how relevant your offer is to the role specification; again ideally in two to three pages; and
- The declaration form, which is accessible via the role page on our website and includes space to indicate if you cannot attend any of the interview dates.

Please submit your completed application documents using the online form, which is accessible via our jobs page: www.campbelltickell.com/jobs. You will receive an email confirmation and see an onscreen confirmation message after submitting your application, but if you have any issues, you can call 020 3434 0990.

The role closes at Friday 20th September 2024 (9am). Please ensure we receive your application in good time.

Do call me if you wish to have an informal discussion about the role and organisation, or if you have any other questions to help you decide whether to apply.

Kind regards

Kelly Shaw

Senior Associate Consultant
07900 363803

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Welcome letter

Thank you for your interest in joining us as an independent Board Member.

These are new and exciting opportunities to become a part of the dynamic and innovative team at Kyndi. As a Local Authority Trading Company serving the Medway and Kent region, we are dedicated to driving excellence and fostering cutting-edge advancements. To further strengthen our strategic direction and governance, we are seeking to recruit several highly skilled and visionary individuals to join our Board of Directors.

At Kyndi, we recognise that diversity and expertise are essential to our success. We are seeking additional board members who bring substantial experience, a strong commitment to our mission, and a passion for innovation. Our ideal candidates will have a proven track record in senior-level positions and can contribute to areas such as assistive technology, AI, and virtual reality. We are also interested in individuals with experience of operating within a similar business model, along with strong financial and business acumen.

Prior board or governance experience is very important. However, we also recognise that familiarity with similar service user groups is crucial to our service delivery. As such, this could be your first board role, but knowledge of the Medway and Kent region will be imperative.

Joining the Board of Kyndi offers an unparalleled opportunity to influence the future of our company and the sector at large. As a board member, you will play a crucial role in shaping our strategic direction, driving innovation to ensure our continued success and will also have the ability to act as an ambassador for Kyndi, representing the company's interests and values.

If you are interested in collaborating with fellow board members and executives to ensure effective governance and feel you would be a great fit, then please do get in touch with Campbell Tickell, who are supporting us with this recruitment.

We look forward to exploring how your expertise and vision can contribute to the continued growth and success of Kyndi and thank you for considering this opportunity to make a significant impact.

Kind regards

Ashley West

Ashley West
Chair of the Board

About Kyndi

Kyndi offers both the public and private sectors affordable technical solutions which can be based on the needs and choices of its individual customers.

From home care lifelines, pendants and sensors to monitoring solutions, Kyndi strives to deliver the highest quality, best value services which offer ease of mind to its clients.

The brand name 'Kyndi' means 'kind' in old Norse and also, fittingly for a Medway Valley-based organisation, "Kent River Valley" in old English.

The cornerstone of our position within the home care sector is to ease the worry of carers and the cared for through the provision of technology to enable independent, worry free living at home for longer.

Why Kyndi?

We are experts in offering the Care Sector affordable technical solutions to resolve your problems, morning, day and night.

Enhancing quality of life

Our products are designed specifically to enhance the quality of people's lives. Whether you need help with a home care product that will keep you or your loved one in their home for longer, need a GPS system to keep you safe when you are working, or need to keep your business property safe with high tech CCTV cameras, Kyndi has the knowledge and expertise to help.

As well as care products we also have a recruitment agency that works in the Care Sector, supporting your business recruitment needs.

Our services and care products can be viewed [here](#)

You can view **Our Team** [here](#)

2023 accounts can be viewed [here](#)

Role profile

Role purpose:

- Contributes as a Board member in providing strategic leadership of the Company to ensure delivery of vision, values and objectives.
- Ensures that the Board delivers its key strategic role in securing the organisation's long-term business effectiveness, viability and sustainability.
- Supports effective governance of the Company, including business assurance.
- Contributes to the promotion and positioning of the organisation with its external stakeholders, particularly the shareholding Council.

Key responsibilities for the Board as a collective:

1. Takes corporate, team and personal responsibility as a Board member.
2. Offers constructive criticism, challenge and other positive contributions to Board discussions and decisions.
3. Contributes positively to the strategic direction of the Company, including the development of the business plan and the governance and assurance framework, giving a wider view of external factors affecting the company.
4. Helps set stretching targets aimed at improving performance and delivering high quality services, and against which the performance of the business can be measured and monitored.
5. Works and communicates effectively with other Board and staff colleagues.
6. Ensure that the Councils' objectives are met and provide a wider perspective on the operating environment of Kyndi through external knowledge and experience.
7. Ensures that the company is operated in a safe, legal, efficient, and environmentally sustainable manner.
8. Ensures that financial controls and systems of risk management are robust and defensible.
9. Ensures that the Company accounts properly for business financial performance and that necessary internal control systems are in place and monitored regularly and rigorously.
10. Participates in appropriate training and development on Board duties and accountabilities.
11. Promotes equality of opportunity and embrace diversity in the way the Company goes about its work.
12. Maintains a good attendance record at meetings.
13. Complies with the statutory duties of Directors as set out under the Companies Act 2006.

Person specification

For these specific vacancies we require at least one of the following:

- Assistive technology, AI (Artificial Intelligence), or Virtual Reality.
- Familiarity with our service user groups.
- Knowledge of the Medway and Kent region.

Experience and knowledge:

- Experience of operating at a strategic leadership level within a customer facing organisation.
- Knowledge and understanding of the challenges and opportunities of working in or with a Teckal or related setting would be an advantage.
- Insight into the service areas delivered by Kyndi such as CCTV and/or telecare services or similar would be an advantage.
- Knowledge of good governance, with understanding of the respective roles of Board/Executive. Prior board member experience is not essential but exposure at Board level is necessary.
- Financially astute, with good business acumen.
- Knowledge of the strategic landscape and social and economic needs across the geography of the Company would be an advantage.

Skills and abilities:

- Visionary in leadership, contributing to giving a clear sense of strategic direction.
- Works well in a collaborative team environment.
- Can contribute through effective relationship management by building trust and having enthusiasm around meeting common goals.
- Can evaluate and respond to risk without being risk averse.
- Ability to make evidence-based decisions and comfortable in being held to account.
- Excellent communication and interpersonal skills, can connect with a variety of audiences.
- Ability to listen to others' contributions, challenge in a constructive way and support consensus decision-making.
- Is IT literate, used to working with electronic information and across digital platforms.

Personal attributes and behaviours

- Works with integrity, empathy, tact and diplomacy.
- Has personal and professional credibility that generates confidence at all levels.
- Balances being tenacious and flexible.
- An advocate for equality, diversity and inclusion.
- Committed to accountability, openness and transparency.
- Has the necessary time commitment and capacity for the role.

Key terms and conditions

The role							
Independent Board Members							
Remuneration							
£6,000 pa, plus reasonable travel expenses.							
Time commitment							
Expected commitment is around 8-10 days per year							
Term of office							
This is a four-year term which can be renewed for up to four years.							
Location							
The main meetings will happen in-person but there can be some hybrid working with other engagements online.							
Face to face meetings take place at Kyndi, Innovation Centre, Maidstone Road, Chatham, Kent, ME5 9FD.							
Meeting schedule (next 6 months)							
				Finance	Board	Cabinet	Comments
				A/C review			
May	29	Wednesday	F/F		X		Completed
June	11	Tuesday	F/F			X	Completed
June	24	Monday	TEAMS	May			Completed
July	12	Friday	TEAMS	June			
July	18	Thursday	F/F		X		Completed
August	21	Friday	TEAMS	July			Rearranged from 16/8
September	5	Thursday	F/F		X		
September	26	Thursday	F/F			X	
October	17	Thursday	TEAMS	Aug/Sept			
October	25	Friday	F/F		X		
November	14	Thursday	F/F			X	
November	22	Friday	TEAMS	October			
December	20	Friday	F/F	November			
January	31	Friday	F/F		X		
February	18	Tuesday	F/F			X	

Key dates and the selection process

Closing date: Friday 20th September 2024 (9am)

The client meeting to agree longlisted candidates will take place on the **afternoon of Thursday 26th September 2024**. We will be in touch to let you know the outcome of your application by the early that week.

First interviews: Wednesday 2nd and/or Thursday 3rd October 2024

Longlisted candidates will be interviewed by a Campbell Tickell panel to include [Gera Patel](#) (Partner) and [Kelly Shaw](#) (Associate Consultant).

There will also be the opportunity to an informal virtual discussion on the same day with the Clare Burgess Kyndi, Chief Executive Officer).

Final interviews: Thursday 17th October 2024 (from 11am) or Friday 18th October 2024 (from 1pm).

Shortlisted candidates will be interviewed by a panel consisting of Ashley West (Chair of the Board), Councillor Teresa Murray (Deputy Leader of the Council/Chair Shareholder Board) and Clare Burgess (CEO).

Kelly Shaw (Campbell Tickell) will also be in attendance.

Interviews will be held at Kyndi, Innovation Centre, Maidstone Road, Chatham, Kent, ME5 9FD.



CAMPBELL
TICKELL

Independent Board Member Opportunities

£6K per annum | South East



Join the Dynamic and Innovative Team at Kyndi!

Are you ready to influence the future of a leading Local Authority Trading Company? Kyndi, serving the Medway and Kent region, is dedicated to driving excellence and fostering cutting-edge advancements. We provide affordable technical solutions tailored to the specific needs and preferences of individual customers in both the public and private sectors and are looking for several highly skilled and visionary individuals to join our board and help steer our strategic direction.

Why Kyndi?

At Kyndi, diversity and expertise are the cornerstones of our success. We seek board members with substantial experience, a strong commitment to our mission, and a passion for innovation. Ideal candidates will have a proven track record in senior-level positions and can contribute to areas such as Assistive technology, AI (Artificial Intelligence), and Virtual Reality.

We also value individuals with experience in similar business operating models, strong financial

and business acumen, and familiarity with our service user groups. While prior board or governance experience is highly valued, it is not essential. This could be your first board role, but knowledge of the Medway and Kent region is imperative.

What's in it for you?

Joining the Board of Kyndi offers an unparalleled opportunity to shape the future of our company and the sector at large. As a board member, you will play a crucial role in our strategic direction, drive innovation

to ensure continued success, and act as an ambassador for Kyndi, representing our interests and values.

If you are interested and ready to make a significant impact, collaborate with fellow board members and executive to ensure effective governance and feel you would be a great fit, we want to hear from you!

Campbell Tickell is supporting us with this recruitment and for an informal discussion you can contact **Kelly Shaw** at kelly.shaw@campbelltickell.com.

Join us in shaping the future of Kyndi and making a difference in the Medway and Kent region. You can download a job pack from www.campbelltickell.com/jobs

Closing date | Friday 20th September 2024 (9am)

CAMPBELL
TICKELL

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