

CAMPBELL
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The Finchley
Charities

Trustee & Trustee Designate x2

Recruitment Pack

December 2024

Your application

Thank you very much for your interest in these Trustee and Trustee Designate posts at The Finchley Charities. 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 The Finchley Charities 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 on Tuesday 21st January at 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,

Isabella Ajilore

Search Consultant
07572 166 417

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Welcome to Finchley Charities

Thank you for your interest in becoming a Trustee of The Finchley Charities.

We are a dynamic and well-respected charity which has been helping people in need in our community since 1488. The support we have been able to deliver in the London Borough of Barnet has responded to changing social conditions and we are proud of the range of services we provide to meet the needs of local people. We see our local focus as our greatest strength. Working across the whole of the borough, our housing, allotment, and grants programme services focus upon helping people who are experiencing difficulties and enabling older people to lead independent lives.

We consider ourselves to be a forward-looking and future-focused charity that combines our deep local roots, unique history and understanding of our area, with a modern sensibility and ability to respond to the needs of our communities and residents. As Trustees we take our responsibility to an organisation that has been in existence over 500 years very seriously. We look forward to welcoming a new Trustee to our Board to help steer this fantastic organisation forward, and to help us ensure that we continue to thrive and deliver on our purpose for another 500 years!

We have seen some considerable change at the organisation in recent years, with a fantastic new Chief Executive, Carmel Miedziolka, joining us in 2023, a refresh of the senior staffing structure at the organisation, and in the last year we completely refreshed our values – a piece of work that involved considerable consultation with colleagues and residents. We are proud of the level of engagement we achieved with this work and feel that our new values genuinely reflect how we like to operate here at the Finchley Charities

And that engagement with residents is something we are keen to expand and build upon further. We see that we have a bigger role to play in community development and in supporting a great quality of life for our residents, and as a Board, along with the Chief Executive, we are keen to develop in this area further in the coming years. We also seek to think about the development of more new homes in the coming period, as well as maintaining the high standard our current assets and homes including a focus on environmental sustainability, and maintaining a good financial position.

For these roles we seek:

- **Trustee:** senior asset management expertise from a housing sector professional, to replace the skills we are losing as a current Trustee steps down from the Board.
- **Trustee Designate x2:** Either senior finance or community development experience, and we are open to the sector in which your experience was gained. The Trustee Designate post is a good opportunity to join a Board for the first time and may in due course become a full Trustee post.

We welcome applications from those who have already served on boards and bring confidence in their non-executive acumen, but equally we are happy to hear from candidates for whom this would be their first board appointment - we offer an induction and support program for our new Trustees. If you share our passion and vision for local delivery and want to be part of steering our unique and illustrious organisation, we would love to hear from you. I look forward to receiving your application and thank you again for your interest in The Finchley Charities.

Yours sincerely,

Chinyere Ugwu

Vice-Chair of the Trustees

About The Finchley Charities

The Finchley Charities is an almshouse charity and a registered provider, providing sheltered housing to older people in need from across the London Borough of Barnet. As well as providing housing, we provide over 100 allotment plots and 'Relief in Need' to other charities and individuals. Today, The Finchley Charities continues to serve the needs of the local community as it has done since 1488.

Our Housing

We aim to tackle poverty in the London Borough of Barnet through the provision of high-quality sheltered housing, and we have been doing this in a supportive community environment, across three sites in East Finchley and Finchley Central, for over 500 years. Our homes are available only to those who have lived in the Borough of Barnet for at least five years in their lifetime, and our housing caters specifically for individuals and couples aged over 55 who are in need of sheltered housing, and able to live independently.

Currently we have 174 purpose-built homes, but we are aware that the need for the kind of housing we provide is growing ever stronger. In response to this expanding need, we intend to continue to develop new homes, and have plans for increasing our stock over the coming years.

Development at The Finchley Charities

We already have a track record of completing successful development. We were very proud to win the award for Best Inclusive Development at the 2018 Inside Housing Development Awards, for our Thackrah Close development.



The new housing was erected on the grounds of one of our existing almshouses, and the design was carefully chosen to respect the original building and echo traditional almshouse design, whilst also incorporating up to date design and assisted-living technology.

We feel that this approach of combining the best of our history with modern design and technology allows us to maintain our tradition, while catering for the current needs of modern residents, and we look forward to continuing to increase our offer to the communities we serve with future developments in a similar vein.

Our 500-year history

In 1988, the year of our 500th anniversary, we commissioned a publication called *The Finchley Charities 1488 – 1988*, written by Fred Davis, a local historian and Trustee at the time, which set out a detailed history of The Finchley Charities. His research highlighted many key facts and events from our history, including the 'first gift' by a local farmer of 11 acres of land, on 23rd March 1488. We are now planning to update this book to the present day.

For an overview of our history, including more information from this publication, see our website, [here](#).

Our Mission

The Finchley Charities enhances lives by providing good quality homes, allotments, and grants, together with excellent support services to tackle social isolation, loneliness and improve wellbeing.

Our Vision

With over 500 years' experience providing housing and services to our communities, we will continue to be a leading provider, committed to building healthy, sustainable communities with high quality homes, solutions, and services to improve quality of life.

Our Values

Our Values shape how we deliver our Mission and Vision:





The Board of Trustees

Michael Pughsley - Chair of the Trustees

Michael has been a senior leader for a number of years and is currently Director of Housing and Deputy Chief Executive in a North London housing association. He has 30 years' experience in social housing working strategically and operationally in housing management, supported housing, asset services and development for registered providers as well as the public sector. He also has wide and current experience of consultancy and training work in the sector.

Chinyere Ugwu - Vice-Chair of the Trustees | Chair of the Fuel Land Allotments Committee

Chinyere has extensive experience working in various executive and board positions in Housing, Community Development/Engagement and Customer Services. This includes 6 years as CEO of Hillside Housing Trust and Chair of Catalyst Housing Charitable Trust. More recently she was the Vice Chair of Westway Housing Association and Director of Community and Customer Relations for Homes for Haringey. Chinyere is passionate about working collaboratively with organisations and communities in helping people realize their best potential.

Adam Gheasuddin

Adam has worked as an Operations Manager for over 30 years. Working for BT on their telecommunications infrastructure for the Docklands, the Metropolitan Police and TfL. Adam values community service having been a school governor as well as a youth club football coach. He has also participated in raising money for the NHS, local and international schools and for displaced people due to war. In 2018 he assisted in organising and delivering the International Human Rights Commission World Conference in London.

Councillor Danny Rich

Danny is a councillor in the London Borough of Barnet and chairs the Overview & Scrutiny Committee for the council. He has extensive lived experience of supporting local communities and was, until 2020, the Senior Rabbi and Chief Executive of Liberal Judaism in the United Kingdom.

Graham Old - Chair of the Finance and IT Committee

Graham has lived in East Finchley for 32 years. He worked as a management accountant in the City and subsequently as a tax inspector. He was elected to Barnet Council in 2010 having previously served for 8 years as a Councillor in Merton.

Leila Satar

Leila is originally from Mauritius and has been living in the UK since the 1990's. She is a qualified accountant and has been working for different organisations throughout her career including the housing sector. She is currently employed at Metropolitan Thames Valley Housing association as a senior management accountant.

Nigel Benjamin

Nigel started his career in human resources at British Gas. He then went on to lead HR in two national charities, a university and an NHS hospital. In addition, he was on the Executive of English Churches Housing Group and has been a non-executive board member for Watford Community Housing Group for the last eight years. Nigel is a Chartered Director and a Fellow of the Chartered Institute of Personnel and Development.

The Reverend Phillip Davison - Chair of the Housing and Support Services Committee

Philip is Rector at St Mary-at-Finchley, the historic Parish of Finchley, which was instrumental in the founding of The Finchley Charities. For this reason, the Rector is an Ex-Officio Trustee. He has been a trustee of other charities dedicated to the relief of those in need.

Richard Merrin

Richard has deep roots in Barnet, with a long connection to the area. With family in East Finchley, it is an area he knows well having lived there himself for well over a decade. His background is in marketing and communications, working with and for many well-known companies.

Susanna Morales

Susanna was born and raised in the Finchley area and still lives locally. She has worked in the affordable housing and construction sector for over 15 years with expertise in development and modern methods of construction and is currently Deputy Head of New Build delivering regeneration and residential projects for Barnet Homes Limited. Susanna was previously a Director in charge of Project Management and Employer's Agent services at a construction consultancy.

Our Team

Carmel Miedziolka, Chief Executive

Appointed May 2023, Carmel has over 20 years' experience as a Chief Executive of charitable organisations providing social care and supported housing services. She is a highly experienced housing and social care professional developing and delivering community housing, supported and extra care housing and complex health/social care services. Carmel has effective interpersonal and communication skills that motivate, empower and engage staff, volunteers and stakeholders, whilst building significant strategic and operational partnerships across the public, private and voluntary sectors to deliver services and increase opportunities for those facing disadvantage.

Olutoye Babalola, Head of Operations

Appointed in November 2023, Olu is an experienced senior manager with a track record of delivering high quality housing management, supported housing services, contract management, customer service excellence, health and safety compliance and efficient asset management within the social housing sector. Olu is a dedicated, dynamic and Inspiring leader who sets clear direction to achieve outcomes whilst staying true to organisational values. An accomplished co-producer, building notable and productive partnerships with residents, stakeholders and colleagues across the sector.

Kevin Duberry, Property Services Manager

Appointed August 2022, Kevin has significant estates and facilities management experience in the housing sector. Before joining The Finchley Charities, Kevin was Estates Manager at Clarion Housing Group following working at UCL as Accommodation Manager, BRE as Soft Services Manager and at Origin Housing as Housing Officer.



Role profile

Role title: Trustee

Responsible to: The Board of Trustees

Responsible for: Furthering the organisation, keeping within its charitable objectives.

Main tasks

1. To take part in formulating and regularly reviewing the strategic aims of the organisation
2. With other Trustees to ensure that policy and practices of the organisation are in keeping with its aims
3. With other Trustees to ensure that the organisation functions within the legal and financial requirements of a charitable organisation, and strives to achieve best practice

Main duties

Formulating strategic aims

1. Consider the organisation as a whole and its beneficiaries, whether as a member of the Board or any of its committees.
2. Actively promote the organisation's purpose and values, strategy, and major policies always.
3. Contribute specific skills, interests and contacts and support the organisation through promoting its activities across the London Borough of Barnet

Ensuring policies and practices are in keeping with aims

4. Understand and actively undertake the responsibility of a Trustee, as outlined by the Charity Commission.
5. Follow the terms of reference of the relevant committees.
6. Attend meetings of the trustees and any committees of which you are a member reflecting trustees' policies on these committees.

Ensuring best practice

7. Be an active member of the board in exercising its responsibilities and functions.
8. Maintain good relations with senior management and all staff.
9. Take part in training sessions provided for the benefit of the trustees.
10. Fulfil such other duties and assignments as may be required from time to time by the trustee body.

Person specification

Knowledge and Experience

- 1.1 Awareness of how charities and housing providers operate and the role of trustees and committees.
- 1.2 Ability to operate at different levels, understanding when a detailed assessment is necessary and when to apply a strategic approach.
- 1.3 Ability to think outside the box to contribute to strategic discussions.
- 1.4 Demonstrate an understanding of social trends and their implications for those in times of hardship.
- 1.5 Experience of working effectively with a wide range of stakeholders – for example Trustees, executive teams, commercial partners, investors and funders, local communities, residents and customers.
- 1.6 Proven experience in the following area/s:

Trustee role:

- a. Senior asset and property management in the social housing sector. Experience of housing management and development would also be beneficial, but not essential.

Trustee Designate roles

- b. Senior finance experience (gained in any sector), or
- c. Community development experience

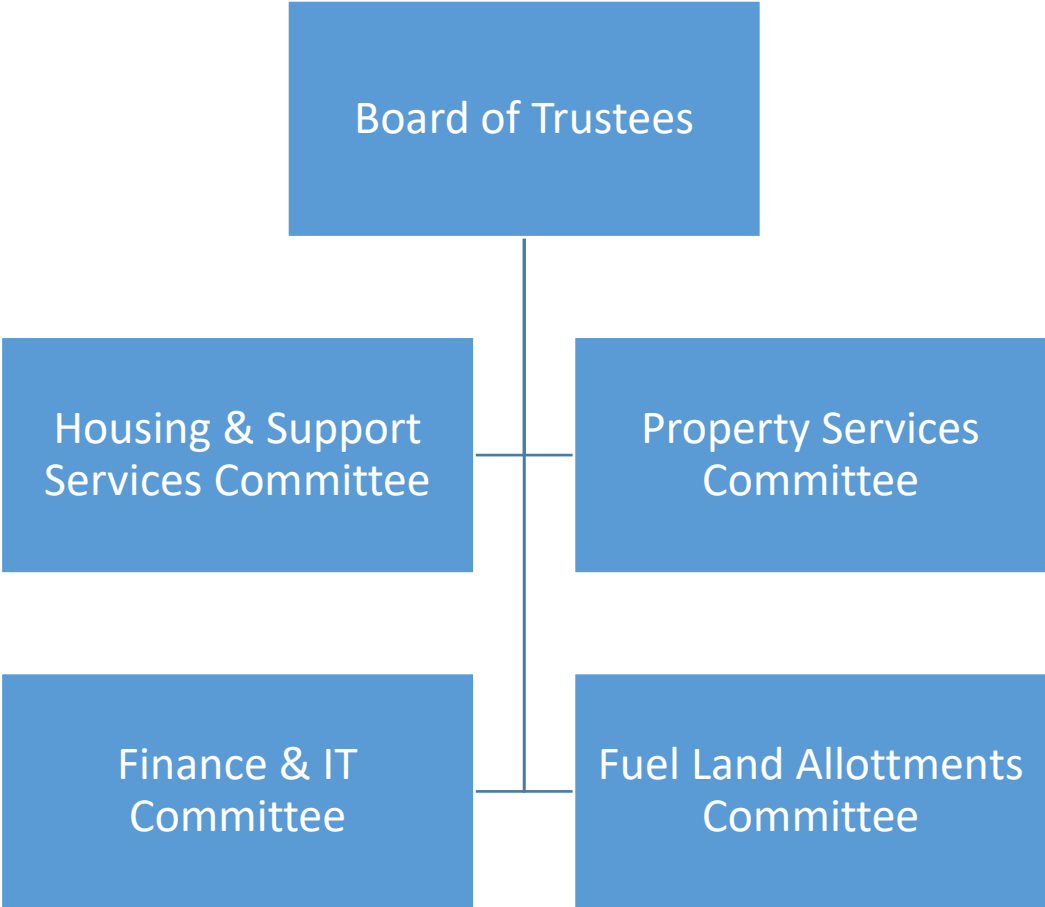
Skills and Abilities

- 1.7 Ability to work as part of a team, with colleagues and management.
- 1.8 Effective communication skills.
- 1.9 Ability to give and receive feedback objectively and a willingness to challenge constructively while accepting accountability and the collective decision making of the Board.
- 1.10 Understand the need for and actively demonstrate confidentiality.
- 1.11 Ability to absorb and evaluate a wide range of complex written material, including financial/budgetary information.
- 1.12 Ability to consider the wider strategic context of the organisation in discussion and decision-making.
- 1.13 Ability to represent and promote the organisation and to communicate effectively.
- 1.14 An awareness of the needs and aspirations of current and potential customers.

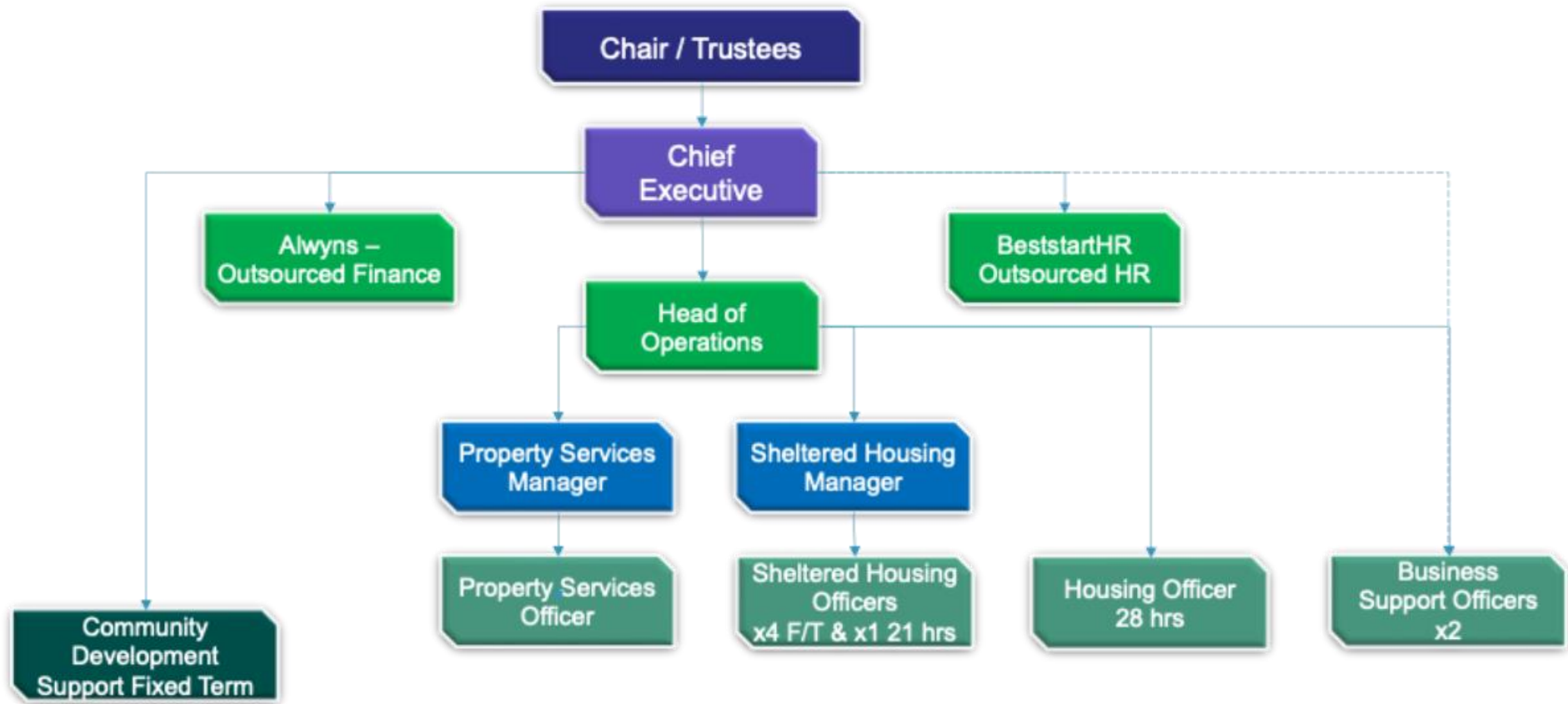
Style and behaviours

- 1.15 Possess a positive attitude
- 1.16 Empathetic to the work of The Finchley Charities.
- 1.17 Acts with integrity, and actively supports, promotes and demonstrates the values of The Finchley Charities at all times
- 1.18 Committed to the values of accountability, openness, and transparency.
- 1.19 Demonstrates a commitment to equality and diversity.
- 1.20 An open, engaging, and enthusiastic style.

Board structure chart



Team Structure Chart



Key terms and conditions

Remuneration

Trustee roles are unremunerated. Reasonable expenses will be covered.

Tenure

Trustee tenure is 3 years per term, up to a maximum of 3 terms.

Time Commitment

Attendance at 4 board meetings and 4 committee meetings annually, including an away day once a year. Meetings are held in the daytime and evenings. From time to time there may be a need to attend an extraordinary meeting.

In total, we expect the time commitment to be roughly one day per month, including time to attend meetings as well as for preparation and reflection.

Meeting Location

Our board meetings are held at our sites in East Finchley. Committee meetings are hybrid.

Key dates and the selection process

Closing date: Tuesday 21st January 2025 at 9am

The meeting to agree longlisted candidates will take place on Tuesday 21st January. Candidates will hear back with the outcome of their application the following week.

Interviews: Wednesday 5th and Thursday 6th February 2025

Shortlisted candidates will be interviewed by a The Finchley Charities panel, and interviews will be held at our offices in East Finchley.

Shortlisted candidates will also be invited to a stakeholder session to meet and engage with residents.

Media advertisement (to be inserted)

CAMPBELL TICKELL

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