



Chair of the Board of Trustees

Candidate Pack

 **mind** in Salford



Welcome

Thank you for your interest in becoming our new Chair of Trustees. We are delighted that you are considering leading the Board of Trustees at Mind in Salford (MiS).

We are passionate about promoting positive mental health and are committed to supporting local people living with mental health problems to get both support and respect.

We are particularly proud of the brilliant work we have done in recent years, especially providing outstanding advocacy and support for people who need it the most and improving psychological wellbeing within the LGBTQ+ community through our innovative Radical Self-Care programme with [Rainbow Mind](#). This is an exciting time for Mind in Salford, as we come towards the end of our current strategic plan, [Radical Care](#), that has helped us focus on how we can have an even greater impact on the local community through our services and campaigns.

The successful candidate will be an inclusive leader, with high levels of emotional intelligence and a genuine passion for promoting positive mental health in Salford. You will have experience in building and maintaining influential relationships and will bring to the role the ability to ensure good governance, effective decision-making, and a high-performing, supportive Board. You will have a strong understanding of good governance within the Voluntary Sector and will be able to apply that into our context.

As our Chair, you'll be joining a Board that has been through some transition in membership recently. We'll be looking for a Chair that can help ensure the Board genuinely adds value to the charity and can work in collaboration with a talented, experienced and passionate Senior Leadership Team. We're looking for someone that is enthusiastic about sharing their time and expertise to help the charity continue to provide outstanding services whilst supporting the organisation to develop a new strategy.

We hope that you'll want to join us on our mission to make a positive difference to the wellbeing and mental health of local people, and look forward to hearing from you.

Nadia Mustafa Karim
Interim Chair

Markus Greenwood
Chief Executive



About Mind in Salford

Mind in Salford is an independent, user focused charity providing vital services to make a positive difference to the wellbeing and mental health of local people.

We use fierce compassion, diverse expertise and a person centred approach, to campaign and provide radically caring, impactful services that make a positive difference to the well-being and mental health of the local people.



Turnover of £1.25 million (2024-2025)



**65 staff
4 trustees**

50 Years of Mind in Salford

Since 1972, Mind in Salford has been providing mental health and wellbeing support to the local community, working to reduce mental health stigma.

Over the last 50 years Salford has changed a lot, and so have we! Our team has grown over the years to support more people in our local area, with new services and projects offering help to thousands of people in new and innovative ways. Throughout this, we have been committed to helping people struggling with their mental health and wellbeing get the support and respect they deserve.

We have been lucky enough to have many thoughtful and generous supporters over the years, who have helped us to continue this vital work. Every volunteer, fundraiser and supporter has been a part of our movement for positive change, creating a kinder, fairer world without mental health stigma, where everyone's wellbeing is valued and taken seriously.



Our Services



Advocacy

We help people to express their views, secure their rights, represent their interests and obtain services they need. At the Advocacy Hub, we provide both statutory and non-statutory advocacy.



Money & Me

Money and Me is a free self-help programme for Salford residents, supported by our friendly Money and Me Navigators. We explore the relationship between money and mental health, helping you understand how they can affect each other. The programme builds your skills, confidence and resilience to manage money when you're struggling with your mental health.



Welfare Rights & Debt Advice

We provide free, independent, impartial and confidential advice for adults in Salford who are registered with a Salford GP and who have a mental health condition.



Training

We offer affordable mental health training for both individuals and organisations, as well as bespoke options. Our courses are a great way to get the mental health conversation started and create lasting, meaningful change. Our training includes courses in Mental Health First Aid(MHFA) and Connect 5



Rainbow Mind LGBTQ+ Project

Rainbow Mind is our collaborative project with Mind in the City, Hackney and Waltham Forest that aims to support the mental health of the LGBTQ+ community through tailored services and support.



Online Support Resources

Our free online support resources are designed to provide help and support whenever and wherever it is needed. They provide information and help on a variety of topics and issues related to mental health.

[Find out more about our services](#)

Governance & Partnerships

Mind in Salford currently has 4 Trustees and, following the appointment of a new Chair, we will be looking for additional Trustees to join the Board, bringing expertise and skills in the areas where we potentially have gaps.

Current Trustees bring experience including lived experience with mental health problems, professional expertise in health and social care, health service commissioning, HR, risk, and operations.

The Board currently meets bi-monthly, and we also have a Finance sub-committee, which meets four times a year.

Our Relationship with Mind

We are one of over 100 Local Mind Associations (LMA's), affiliated to National Mind, but responsible for our own funding and local service delivery. Being affiliated to Mind allows us to exchange ideas and information with similar organisations throughout the country, and to participate in wider campaigns promoting mental health awareness.

Mind in Greater Manchester

We are also part of a partnership of five local Minds called Mind in Greater Manchester, working together to ensure people across our region experience better mental health. We empower individuals to develop their potential, and want people to live well both in their communities and at work. We believe no one should face a mental health problem alone.



About the Role

Position	Chair of the Board of Trustees
Reports to	Board of Trustees
Duration	Initial term of 3-years (serving a maximum of 3 terms)
Time Commitment	Estimated around 1 day to 1.5 days per month
Location	Regular Board Meetings, remote and in Salford/Manchester
Other	Voluntary role. MiS will pay out of pocket expenses.

Purpose

To ensure the effectiveness of the Board of Trustees and its sub-committees in providing strategic leadership, financial and governance oversight, and risk analysis and management.

Working with the CEO and other senior leaders to ensure effective implementation of MiS' strategy and the achievement of the charity's objects.

Specific Responsibilities

1. Strategic Leadership

- Lead the development of a high-performing Board, including developing existing Trustees and recruiting and inducting new Trustees.
- Ensure the Trustees fulfil their duties and responsibilities for the effective governance of the Charity, enabling the Charity to maximise its impact.
- Ensure that the Board operates within its charitable objectives, and provides a clear strategic direction for the Charity rather than involvement in operational matters.
- Facilitate decision-making, encourage constructive challenge and manage conflict within the Board.
- Ensure there is awareness of organisational risks and that systems are in place to take advantage of opportunities, and manage and mitigate the risks.
- Ensure that diverse voices, including lived experience voices, are influential in Board decision-making.
- Provide leadership to ensure a positive organisational culture that promotes inclusion and high performance.
- Collaborate with the Chief Executive to lead the implementation and delivery of MiS' strategic plan.

About the Role

2. Governance and Board Effectiveness

- Ensure that there is Board agreement around the charity's objects, mission, vision and values, and maintain the Board's focus on contributing to strategic objectives.
- Focus the Board on the key governance issues to be addressed and the key decisions to be made.
- Ensure that there is an effective framework in place for monitoring organisational performance and delivery of the charity's objectives.
- Monitor that decisions taken at Board meetings advance the charity's purpose, align with MiS' mission and agreed vision, and are implemented effectively.
- Ensure that any potential conflicts of interest are managed so that probity is maintained and there is appropriate transparency.
- Ensure that the Board of Trustees has oversight of organisational risks and that effective plans are in place to mitigate those risks.
- Ensure that the Board has strategic oversight of financial plans and risks.
- Ensure that MiS has robust approaches to safeguarding for staff, volunteers and service users.
- Work with relevant staff and trustees to ensure effective planning of Board meetings.
- Chair and facilitate Board meetings, ensuring that all Trustees are able to contribute and that there is collective responsibility for all decisions.

3. Working with the Chief Executive

- Establish and build a strong, effective and constructive working relationship with the Chief Executive, and maintain an overview of organisational issues.
- Ensure the effective line-management of the CEO, coaching and supporting their development, directing their work to ensure achievement of strategic objectives, and inspiring them to high performance.

3. External Partnerships

- Promote the organisation and enhance its reputation by being a champion of its work.
- Represent MiS and the Board at meetings and events, where appropriate acting as a spokesperson.
- In collaboration with the CEO, acting as a figurehead of the Charity.
- Use personal connections to further the interests of MiS and building new connections, for example with other Trustees and CEOs across the Mind network.
- Contribute to fundraising activity, attending events and meetings or approaching potential funders/donors as necessary



Person Specification

Knowledge & Experience

- Experience operating at a senior strategic leadership level within a Voluntary Sector organisation or as a non-executive.
- Strong knowledge and experience of charity governance, including the legal duties, responsibilities and liabilities of Trustees.
- Some knowledge and understanding of, or experience working with, the health and social care sector, or similar sectors, relevant to MiS' mission.
- Experience working with or as part of a Board of Trustees or its sub-committees.

Skills & Abilities

- Able to demonstrate high levels of emotional intelligence and excellent interpersonal skills, with the ability to influence and build consensus and partnerships.
- Skilled in analysing situations and prioritising key decisions.
- Able to chair meetings confidently and effectively, ensuring productive, relevant discussion and effective decision-making.
- Able to provide effective oversight of financial management, organisational risk and people and culture.
- Ability to lead with inclusive values, whilst providing challenge, support and feedback to ensure a high-performing Trustee Board and Senior Leadership Team.
- Capable of motivating high standards of professional expertise and to promote and share best practice.
- Able to set clear objectives and implement focused and robust plans to achieve them.
- Capable of leading and supporting both the Board and Senior Leaders through change and uncertainty.
- Able to build rapport with a wide range of stakeholders and develop excellent working relationships and strategic partnerships.

Values, Behaviours and Qualities

- Commitment to MiS' mission and charitable objects, and able to demonstrate a passion for putting individuals first.
- A strong commitment to Equity, Diversity and Inclusion, and to promoting inclusion across MiS' Board, staff and volunteer teams, and in how it delivers its services.
- Able to demonstrate a connection to Salford and its communities.

About the Role

General Trustee Responsibilities

- Set, review and maintain the purpose, vision, values and aims of the charity.
- Develop strategy and keep the organisation on track with delivering it.
- Establish and monitor policies, practices and quality standards of the organisation, ensuring they are in keeping with its values, aims and objectives.
- Ensure that the charity functions within the legal and financial requirements of a charitable company, is accountable and strives to achieve best practice.
- Ensure that the organisation complies with its governing document, charity law, company laws and any other relevant legislation or regulations.
- Protect and manage the resources of the charity and ensure the proper investment of the charity's funds in the pursuit of its objects.
- Provide leadership and oversight in the area of equity, diversity & inclusion.
- Provide leadership in the area of safeguarding.
- Appoint the Chief Executive and monitor their performance.
- Maintain effective Board performance, including by making an individual contribution.

Our Commitment to Diversity

In order for us to be able to help more people in Salford struggling with their mental health and wellbeing to get the support and respect they deserve, we need to continue to innovate and ensure an inclusive approach to everything that we do. This means having a commitment to supporting a diverse and inclusive Trustee Board.

Recent [data](#) from the Charity Commission and Pro Bono Economics shows a significant lack of representation of Black and Asian individuals in governance roles within the charity sector and the huge lack of opportunity for Black and Asian individuals.

We also recognise that this lack of opportunity is compounded for Black and Asian people with intersecting identities, including individuals from the LGBTQ+ community and disabled people, including those with lived experience of mental health problems. We'd therefore particularly welcome applications from candidates from these communities.

We are committed to ensuring that people with a diverse range of skills and experience are encouraged to apply and contribute fully as trustees. We will strive to remove the barriers that prevent people from applying to become trustees and ensure that our application and selection processes are inclusive of and accessible to people with a wide range of skills and lived experience.



How to Apply

If you think you could be the next Chair of Mind in Salford, please follow the link below to our application portal. You will be asked to upload your CV and submit a short (maximum 2-page) covering statement that outlines how you meet the requirements of the role and how you would add value to the Charity as our new Chair.

[**Click here to apply.**](#)

If you would like to find out more about Mind in Salford before applying, or if you have any problems completing the application form, please contact our recruitment partners, Atkinson HR, to arrange an informal discussion. Please email Nida via nida@atkinsonhrconsulting.co.uk who will book in a call.

Key Dates

Closing date	Tuesday 29 September at 12noon
Interviews	Friday 16 October in-person

The successful candidate will receive a thorough induction and handover from the Interim Chair and you will be required to sign a Declaration of Eligibility and our Trustee Code of Conduct.

We look forward to hearing from you!

AtkinsonHR

 mind in Salford



mindinsalford.org.uk

Registered Charity No. 1156625

