



# SSE Trustee Recruitment Pack

# Welcome

## Thank you very much for your interest in becoming a trustee of the School for Social Entrepreneurs (SSE).



SSE helps people develop the skills, strengths and networks they need to tackle society's biggest problems. We were founded by one of the world's most successful social entrepreneurs, Lord Michael Young.

In the past 20 years, we have grown to an international network supporting 1,000 leaders of social change each year. We have become experts, and have pioneered programmes in the UK, India, Canada, Ireland, Australia and the UAE.

We're now ready for our next stage of development and can draw on more than 20 years' experience as we set out our vision and enter our new three year strategy cycle. The board will play a significant role in providing leadership and guidance throughout this process and positively challenging SSE to be the best it can be.

We are seeking trustees that will bring new skills, knowledge and experience to help us fulfil our ambitions and achieve maximum impact. We're particularly interested in recruiting trustees that reflect the diversity of the students we support and are representative of the geographic areas we work in.

If you would like to use your talents and skills to contribute to building a better society and be part of an exciting and evolving charity, we'd love to hear from you.

Thank you for your interest in SSE.



Richard Collier-Keywood, Chair of Trustees

# About the School for Social Entrepreneurs

## What we stand for

### Our vision

A fair and equal society where the potential of all people is fully realised.

### Our mission

To mobilise the experience of people from all backgrounds and support them to use entrepreneurial approaches to create lasting social and environmental change.

### Our values

Integrity, inclusivity, empowerment.

## What we do

We can't fix issues like poverty, climate change and ill-health alone. That's why the School for Social Entrepreneurs exists. SSE helps 1,000 people a year develop the skills, strengths and networks they need to tackle society's biggest problems.

SSE is the UK's leading provider of learning to early-stage social entrepreneurs, and one of the world's longest-established organisations for social entrepreneurship.

We run courses that equip people to start, scale and strengthen organisations that make a positive difference. But SSE is not a traditional school. Learning with SSE is inspiring, action-based and accessible. SSE supports people in others ways too, such as funding and mentoring.

Through our unique learning approach, we equip people to become better leaders of social change. Our approach focuses on developing four key areas; business skills, emotional resourcefulness, social impact and networks.

We are currently delivering a UK-wide five-year learning programme in 12 UK locations with the support of Lloyds Banking Group and Big Lottery Fund, and a national learning programme for community businesses in partnership with Power to Change.

We have developed theme-based cohorts, tackling areas such as health & wellbeing, homelessness, childhood obesity, environment & conservation, training & employment, and youth. We have also taken our approach to the UAE, in partnership with NAMA Women Advancement Establishment, to support female entrepreneurs to put purpose at the heart of their businesses.

Many of our learning programmes include a grant, to help students put their learning into practice and become more sustainable. Our Match Trading grants, for more established organisations, are designed to incentivise trading and reduce dependency on traditional grants.

SSE has strategic partnerships with corporates such as PwC and Linklaters as well as funding partnerships with trusts and foundations including Lloyds Bank Foundation and Paul Hamlyn Foundation. We also generate earned income through selling places on our short courses and workshops.

But it doesn't end there. SSE is committed to supporting the growing network of social entrepreneurs we've worked with over the years to grow their impact - individually and collectively. We're rolling out activities and initiatives developed with, by and for our Fellows.

In addition to all of the above, we have a live focus on furthering our online delivery in response to the current Covid 19 Crisis.

## **Being an SSE trustee**

The School for Social Entrepreneurs is a registered charity (1085465) and company limited by guarantee (3900741).

SSE is very fortunate in that we have several trustees who have served us diligently and faithfully for a number of years, bringing insights and a history to the organisation that has enabled us to stay true to our objectives and founding principles. Alongside this we have welcomed new trustees to the board, including Fellows of SSE learning programmes, and are now looking to add three additional members.

The Board is chaired by Richard Collier-Keywood and is currently made up of 9 trustees, which we are looking to grow to a maximum of 12.

There are two Committees of the Board: Finance, Audit and Risk Committee and a Grants Committee, plus a Network Strategic Forum to connect our activity across our geographical network. Other committees or working groups are established for defined timeframes for specific projects/tasks as and when required.

## **Key responsibilities**

As a member of the Board of Trustees you will be responsible for setting the strategic aims, objectives and direction of the charity. You will use your knowledge, skills and experience to ensure SSE achieves its charitable objectives, represents the interests of all its' stakeholders and act as an advocate for SSE. Key responsibilities include:

- Set and maintain the vision, mission and values
- Ensure SSE complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations.
- Maintain proper financial control and ensure SSE applies its resources exclusively in pursuance of its objectives, as defined in the governing documents.
- Ensure accountability
- Support the operational management of the charity
- Maintain effective Board performance
- Promote and act in the best interests of SSE at all times

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues,

providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Many of SSE's trustees also volunteer their time for non-board related activities, such as mentoring students and sitting on programme recruitment panels.

*“Over the four years I have been involved with SSE I have had the privilege to work with a number of our students. Their enthusiasm and drive is infectious and it is so moving to hear stories of the impact the SSE programmes has had on them as leaders and the wider reach too through their organisations. So when I was asked to move from an independent member of the finance and audit committee to the board I was delighted and excited to accept. I have not been disappointed, the staff team and trustees are a great bunch - each board meeting is inspiring, thought provoking and fun! I am learning a lot.”*

Jill Halford, Trustee

## Person specification

The board is looking to appoint three trustees and will be seeking a blend of skills and expertise that complement the current make-up of the board.

Whilst we welcome applications from all, based on a recent audit of our current board we are particularly interested in applications from people who:

- Are based and have expertise outside of London
- Reflect the diversity of those we support
- Have experience in learning, including digital/blended learning
- Are social entrepreneurs/SSE Fellows with a business operating at scale
- Bring expertise in HR and operations to a growing organisation
- Have experience in marketing or branding

### **Are based and have expertise outside of London**

SSE has a presence in many regions of the UK, as well as internationally. To ensure that the trustee base reflects SSE's geographic spread we are looking to recruit trustees who are based outside of London and can bring insights from different local communities and economic contexts to our work.

### **Reflect the diversity of those we support**

At SSE, we pride ourselves on championing diversity and inclusion. We strive to support people who are often underrepresented at leadership level. Many of the people we support have first-hand experience of the social issue they are seeking to address, and one-third work in the most deprived areas in the UK. It's important to us that our board reflects the diversity of those we support. We also recognise that diverse teams improve the quality and richness of our work, and that diverse connections are essential for creating lasting change. We recognise that our board is currently under-representative of some communities and characteristics, so we are especially keen to receive applications from:

- people of colour and people from minority ethnic backgrounds;

- D/deaf and disabled people, including those with learning disabilities and non-visible disabilities;
- people with caring responsibilities;
- LGBTQ+ people;
- people from economically disadvantaged backgrounds;
- people who have lived experience of the social issues that SSE seeks to address.

### **Have experience in learning, including digital/blended learning**

Learning is at the heart of what we do at SSE and we are keen to further expand our board expertise in this area, including in relation to digital/blended learning. This is an area we identified for expansion prior to the Covid-19 crisis and is one that we are keen to continue to develop over the longer-term in order to meet the needs of social entrepreneurs and remain responsive to an exciting and growing demand for online and blended learning from our community.

### **Are social entrepreneurs / SSE Fellows with a business operating at scale**

We have a strong tradition of appointing SSE Fellows - people who have completed one of SSE's learning programmes - as trustees and would like to expand this further to ensure those we are looking to support are directly involved in the governance of the organisation. SSE works with people at all stages of their entrepreneurial development and we are particularly interested to hear from those who have grown a successful/investable social enterprise with a significant turnover and impact.

### **Bring expertise in HR and operations to a growing organisation**

As SSE expands its operations we are looking to benefit from additional skills and expertise at board level. You may be an HR or operations professional, or a social entrepreneur with well developed skills and experience in this area. It is likely we would invite trustees with relevant skills and experience in this area to join the Finance, Audit and Risk Committee.

### **Have experience in marketing or branding**

We are embarking on an exciting visioning and strategy process. As part of its development and implementation we have identified that expertise in marketing or branding would be a useful addition to the current board make up, and would support the next phase of SSE's development.

## **Key relationships**

Chair of trustees, Richard Collier-Keywood, other trustees, SSE's CEO Alastair Wilson, SSE's Managing Director, Nicola Steuer, SSE's senior management team and staff across the wider SSE network.

We also encourage trustees to interact with staff through 1-2-1's and attending sessions and social events. You can find out more about the board of trustees [here](#) and the SSE team [here](#).

## **Key details**

**Remuneration:** The role of Trustee is unremunerated, although reasonable out of pocket expenses will be reimbursed.

**Time commitment:** 4 quarterly board meetings per year in March, June, September and December. During the first 18 months as a trustee you will be expected to attend at least

two Finance, Audit & Risk committee meetings. You may also be expected to attend a Grants Committee meeting and board working group meetings.

**Location:** Three board meetings a year will take place in London at SSE, The Fire Station, 139 Tooley Street, SE1 2HZ. One board meeting will take place outside of London. Some meetings may be conducted online.

**Terms:** Trustees serve an initial three-year term and are eligible for re-appointment for an additional consecutive term of three years. In exceptional circumstances or when particular skills are an ongoing requirement, this may be longer.



## How to get in touch

If you would like to be considered to join the SSE board please send a copy of your CV and an email outlining why you're interested in becoming a trustee, highlighting how your qualities, experience and skills fit with the requirements of the role to [recruitment@sse.org.uk](mailto:recruitment@sse.org.uk)

Please use no more than 800 words and title your email 'Trustee Application'.

The deadline for applications is **midnight on Sunday 12<sup>th</sup> July 2020**.

Shortlisted applicants will be invited to attend an initial discussion with SSE's CEO and Managing Director in early August. An informal second stage discussion with the CEO, Chair and one of SSE's current trustees will be held in late August.

Both stages will take place at SSE, The Fire Station, 139 Tooley Street, London, SE1 2HZ, or will be conducted online as necessary.

### **Diversity Monitoring**

SSE is committed to eliminating discrimination and actively encouraging diversity amongst our workforce and board by developing a team that mirrors the rich diversity found in our student population.

We will not discriminate with reference to age, gender, sexual orientation, race, colour, religion, marital status or disability.

To offer equal opportunities, prevent discrimination and support under-represented groups we encourage applicants to complete our online [Diversity Monitoring Form](#).

The information on this form will be used for monitoring purposes only and will play no part in the recruitment process. All questions are optional. You are not obliged to answer any of these questions but the more information you supply, the more effective our monitoring will be.

In accordance with the provisions of the General Data Protection Regulations (GDPR) 2018, the information you provide will be held confidentially and can only be used if you give us your consent.

*As part of any recruitment process, SSE collects and processes personal data relating to job and volunteer applicants. We are committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. Our data protection policy can be found here: <https://www.the-sse.org/your-data/>*