

New Trustee Information

About Home-Start Cotswolds

Home-Start Cotswolds, based in Cirencester, is a local community network of trained volunteers and expert support, helping families with young children who are going through challenging times. A child's earliest years are irreplaceable and have the biggest impact on the rest of their lives. We are there for parents when they need us the most – because childhood can't wait.

We believe that children need a happy and secure childhood and that parents play the key role in giving their children a good start in life, helping them to achieve their full potential. Rooted in the communities we serve, we aim to make a lasting and positive impact on the development of children and the health and well-being of the family.

The families we support have at least one child under the age of five and our volunteers all have parenting experience. Working alongside parents in their home or at one of our groups, our volunteers offer confidential, non-judgmental and compassionate support, helping parents strengthen their relationships with their children, grow in confidence and widen their links with the local community.

We have been successfully supporting families across the Cotswolds for over 17 years. Governance of our charity is provided by a Board of Trustees.

About Home-Start UK

Home-Start Cotswolds is one of over 200 local, independent Home-Starts affiliated to Home-Start UK – a national, charitable organisation. Across all four nations of the United Kingdom, 10,000 home-visiting volunteers support over 27,000 families and 56,000 children to transform their lives. Home-Start UK provides local Home-Starts with a national profile through branding, research and reports, and with resources such as governance advice and policies, online training and specialist discussion groups. For more information about Home-Start UK please go to: <https://www.home-start.org.uk/>

Trustees, Staff, Volunteers and Families

Home-Start Cotswolds currently has a Board of eight Trustees including the Chair. Trustees have experience and responsibilities in areas such as finance, HR, IT and compliance.

We employ two Senior Coordinators who manage the scheme overall, as well as supporting volunteers and families; a Coordinator for families and volunteers in the North Cotswolds; two group workers developing our Group services; an Office Coordinator; and two Administrators. The staff team are all part-time and based at our office in Cirencester.

We have over 40 volunteers who are recruited, trained and supported by our Coordinators.

Families are referred to us by health, social care and voluntary sector organisations. They can also self-refer. In 2022 we supported 113 families across the Cotswolds. Families are offered support in the following areas:

Home Visiting Support. This is provided by trained Volunteers who are carefully matched with a family that they visit each week. Over 80% of the parents referred to us are experiencing difficulties with their mental health.

Referral reasons also include domestic abuse, young parents, isolation, financial difficulties, multiple births, disabilities and substance abuse. On average, families are supported for 9 months.

Postnatal Group Support (Baby & Me). This is an 8-week course for new Mums and Dads. We run 6-8 Baby & Me groups a year.

Perinatal Mental Health Group (Reconnect). This is a 10-week course for Mums experiencing difficulties with their mental health. We run 2-3 Reconnect groups a year.

Funding

Currently it is costing us around £130,000 to provide our services across the Cotswolds, with over 90% of our funding coming from Charitable Trusts and Grants.

The Role of a Trustee

Time Commitment: About 4-8 hours per month, to attend six Management Committee meetings per year, plus approx. one other meeting each month, with time to prepare and read papers in between meetings.

Remuneration: The role of trustee is unpaid.

Attributes and Responsibilities:

- commitment to Home-Start Cotswolds (HSC);
- willingness to devote the necessary time and effort;
- strategic vision;
- good, independent judgement and willingness to constructively challenge decisions/actions;
- ability to think creatively;
- understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship;
- commitment to enhancing equality, inclusion and diversity throughout the organisation;
- ability to work effectively as a member of a team;
- principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Trustees work together to:

- ensure that HSC has a clear mission, vision and strategic direction and is focussed on achieving these;
- provide leadership and direction for HSC within the ethos and values of Home-Start;
- be responsible for the effective performance and management of HSC;
- ensure that HSC complies with all legal and regulatory requirements, the objects of the charity, the governing documents and quality standards;
- lead on HSC's responsibilities on equalities and inclusion, working for diversity in families, trustees, workforce and volunteers;
- secure and act as guardians of HSC's assets and its financial stability;
- ensure that HSC's governance is of the highest possible standard;
- undertake an ambassadorial role for Home-Start.

Individual trustees undertake to:

- attend meetings regularly and play an active part at meetings;
- exercise due care and attention and use reasonable skill in dealing with HSC's affairs;
- work collaboratively with the other trustees to use everyone's skills, knowledge and experience to reach sound decisions on strategy, policies and implementation;
- contribute in particular where they have special knowledge;
- promote equality and inclusion and enhance diversity throughout the organisation;
- avoid any conflict of interests;
- reflect annually on the board's performance and their own performance as a trustee;
- take part in Quality Assurance self-assessments and reviews;
- carry out any specific role responsibilities allocated to them;
- attend training as required.

The Joining Process

Home-Start Cotswolds is an equal opportunities employer and welcomes applicants from all backgrounds and communities. We are committed to creating and sustaining a diverse board and an inclusive culture.

If you are interested in becoming a trustee with Home-Start Cotswolds, please download the [application form](#) or email Office@home-start-cotswolds.org.uk

Please visit the website <https://home-start-cotswolds.org.uk/> or, for more information about Home-Start UK to which Home-Start Cotswolds is affiliated, please go to <https://www.home-start.org.uk/>

If you would like an informal chat regarding the trustee role before you submit your application form, please email Steve Kaufmann, the Chair of the board, who will welcome your enquiry and set up a phone call with you. steve.kaufmann@gmail.com

If you decide you would like to apply, please send your completed application form to the chair of the board, Steve Kaufmann steve.kaufmann@gmail.com. Steve will then contact you to discuss whether or not your application can progress. If it can, he will arrange a time for you to meet up with him and one or two other trustees for an informal chat.

If there is a positive outcome to the meeting, references will be taken.

Before you decide to join the board, you will be invited to a board meeting as an observer, and be sent some papers to read.

Once applicants agree to join the board, in line with HSC's safeguarding protocol we require all applicants to apply for a Disclosure and Barring Service (DBS) check.

Further information:

- Please check out our website to read more about who we are, what we stand for and what support we offer to families with young children in the Cotswolds <https://home-start-cotswolds.org.uk/>
- Charity Commission information: Home-Start Cotswolds – Charity Number 11106327
- The role comes with **legal duties and responsibilities** which should be clearly understood from the outset: <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>