



Role Description: OXPIP Trustee

About The Oxford Parent-Infant Project

At OXPIP we help parents and their babies build close and loving relationships from the start of life. For over 25 years, we have provided time limited, intensive therapeutic support to parents and their babies from conception to 2 years old as well as training for professionals. OXPIP also works with policy makers and the general public to build awareness, support and capacity for parent-infant attachment and infant mental health.

We are a registered charity mixing local service delivery with national influence and profile. We have enjoyed good growth over the last two years, and our turnover is over £600k per annum, with a substantial part of this underpinned by long term grants. We have a strong board and executive management team. Working closely with other trustees and OXPIP's executive, this role is an interesting and rewarding opportunity to be part of one of Oxfordshire's most innovative and exciting charities.

Safeguarding

OXPIP is fully committed to safeguarding and protecting the welfare of all children and taking all reasonable steps to promote safe practice and protect children from harm, abuse and neglect. OXPIP recognises its duty of care to safeguard children as detailed under the Children Acts' 1989 and 2004 and Working Together to Safeguard Children 2015. OXPIP acknowledges its duty to act appropriately with regards to any allegations towards anyone working on its behalf, or towards any disclosures or suspicion of abuse. OXPIP supports and adheres to the United Nations Convention on the Rights of A Child (UNCRC).

OXPIP believes that:

- The welfare of all children and young people is paramount. We treat infants as individuals entitled to dignity and respect.
- Every child has the right to equal protection from harm or abuse.
- Some children are additionally vulnerable because of the impact of previous experiences, their level of dependency, communication needs or other issues.
- Working in partnership with children, their parents, carers and other agencies is essential in promoting young people's welfare.
- We are all responsible for raising awareness of best practice.
- Safety is the responsibility of all members of OXPIP.

We adopt and apply safer recruitment practices for all staff, trustees and volunteers.

Please refer to OXPIP's Safeguarding Policies for more details by clicking [here](#).

Role of the Trustees

The Board of Trustees are responsible for the overall governance and strategic direction of the charity, developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Main Responsibilities

1. To ensure that the charity and its representatives function within the legal and regulatory framework of the sector and in line with the organisation's governing document, continually striving for best practice in governance.
2. To uphold the financial duty invested in the position, undertaking such duties in a way that adds to public confidence and trust in the charity.
3. To determine the overall direction and development of the charity through good governance and clear strategic planning.

Main Duties

1. Ensuring that the charity complies with legislative and regulatory requirements, and acts within the confines of its governing document and in furtherance of organisational activities.
2. Acting in the best interest of the charity, beneficiaries and future beneficiaries at all times.
3. Promoting and developing the charity in order for it to grow and maintain its relevance to society.
4. Maintaining sound financial management of the charity's resources, ensuring expenditure is in line with the organisations' objects, and investment activities meet accepted standards and policies.
5. Ensuring the effective and efficient administration of the charity and its resources.
6. To maintain absolute confidentiality about all sensitive/confidential information received in the course of trustee's responsibilities to the charity.

Trustee person specification

Essential Criteria

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Desirable Criteria

We are not looking for one person to meet all the desirable criteria, but we will be looking for people who meet one or more of them.

- Experience of having used the clinical services of OXPIP or other similar services
- Experience working with or for commissioners or grant-making bodies
- Fund raising experience and/or relationships with potential donors
- Senior commercial experience
- Training expertise
- Legal expertise
- Understanding of the NHS and relevant contacts
- Psychodynamic therapy experience
- Extensive expertise in marketing, communications, campaigning and/or impact
- Lived experience of barriers to accessing support, or significant professional experience addressing such challenges for affected communities.

Time commitment

The trustees meet four times per year, and trustees will need to attend these meetings and review relevant papers before-hand. Trustees also may be involved in particular projects, attend OXPIP functions and so on. An average time commitment might be 0.5 to 1 days per month.

Compensation

This role is not compensated, though necessary out-of-pocket expenses will be reimbursed.

Representation

We are committed to promoting and supporting equality, diversity and inclusion and welcome applications from anyone meeting the essential Job Description requirements.