



Active Communities

Johnstone Trustees

**Recruitment
Information.
Autumn 2024**



Hello.

Thank you for your interest in Active Communities and our Board of Trustees.

We are looking to hire new trustees who share our values and are passionate about accessible health and wellbeing opportunities for the local community.

We are looking for trustees who live in the Johnstone Community Council Area .
You can check if this is your area here: <https://arcg.is/1qH08T1>

We are particularly wanting to expand the skills of the board of trustees in the following areas:

- Social Enterprise/Business Development
- Community Learning and Development
- Facilities Management
- Marketing and Communication
- Health and Social Policy

However if you feel you can contribute with your skills, we very much want to here from you.

We are also looking for people with lived experiences of social and economic factors affecting local communities.

You'll be able to find out more about the role in this information pack.

To apply please send your CV to colette@activecommunities.co.uk or contact Colette, HR & Ops Manager for more information.



About Active Communities.

Active Communities changes lives through motivating and engaging programmes which we deliver using a supportive and friendly approach. We believe in the power of community, listening to community needs and working with local people to improve their health and wellbeing.

Our aims are to connect local people, improve health and wellbeing, reduce loneliness and isolation, tackle health inequalities and provide opportunities for people to reach their full potential.

Our Vision

Everyone in Renfrewshire can live healthier, fulfilling lives

Our Mission

To build healthy, supportive and vibrant communities.

Our Work

We provide a range of health and wellbeing groups and opportunities across Renfrewshire and in our Community Hub, Station Seven. Musical Tots, After-School programmes, Jogging Buddies, a crochet group, social drop ins, Break-xercise, Pilates, Mindfulness and gardening groups are just a snapshot of what we deliver.

We have welcomed the local charities tenants in Station Seven which has helped us develop our partnerships with these organisations and collectively build on our community reach.

To sustain our Active Community aims and ensure Station Seven as a facility continues its high standards, we have to focus on income generation through space hire, events and fundraising.

Although our hub is in Johnstone, we continue to ensure we have a presence throughout Renfrewshire communities and with local partners, influence how social issues are addressed within the area.



Our Core Values.

We strive to make our values part of our daily life at Active Communities to reflect who we are and what we want to achieve in the local area.

We Champion

We listen and amplify the voices of communities, advocating for those who needs us the most

We Care

We are inclusive and compassionate, valuing every individual, and treating all with dignity and respect

We Connect

We bring people together creating a sense of belonging and purpose

We Celebrate

We celebrate achievements big and small

We Challenge

We challenge indifference and prejudice at all levels

We are Courageous

We innovate, adapt, and learn from success and mistakes



Trustee bios 2024



Russell Borland

Treasurer

Russell has over 30 years of experience in finance and professional services, holding leadership and business management roles. He is now a partner in a leadership coaching firm, working with mid to senior executives. Russell joined Active Communities' board in May 2022 and is currently the Treasurer, overseeing the charity's finances. He recognizes the importance of a motivated team and positive working culture, which he believes Active Communities embodies.



Kenny Hopkins

Trustee

Kenneth is a retired IT and Business Consultant and is a resident of Johnstone. He has extensive experience working with organisations to adopt digital technology to help deliver better “outcomes” for all stakeholders; this includes working with a number of Non-Profit organisations. Kenneth also brings practical building / construction skills as he has built and refitted a number of properties (his wife is also a retired Quantity Surveyor). In his spare time Kenneth enjoys travel in his Motorhome with his wife Sharon and Hamish (the Westie), along with enjoying playing a number of musical instruments and playing golf (badly).



Sheila King

Trustee

Having retired from a career in Social Worker in 2015, Sheila became involved in Active Communities since then through volunteering with walking groups, drop-ins, phone buddies, pantry and other various activities as required. She finds watching people enjoying themselves in groups, improving their social skills and growing in confidence extremely gratifying. Sheila aims to help Active Communities continue to serve the community and help people grow towards their full potential. Sheila is also a mother and grandmother and her family are very important to her.

Trustee bios



Susie Paterson

Trustee

Susie has a background in Event Sales Management with skills in Event Planning and Customer Service. She has 5+ years in the non-profit sector and became Business Development Manager at a local Citizens Advice Bureau in 2021. She oversees operations, income, PR, marketing, communication, stakeholder engagement and Social Enterprise development. She joined the board in April 2023.



Isabel Thompson

Trustee

Isabel taught for 40 years in Primary Schools in Renfrewshire but has now been retired for 20 years. She was also involved with youth organisations, sports coaching and active fundraising for various charities. Many years were spent as a carer for her husband. During this time she became a member of Active Communities walking group & it was a great source of exercise & understanding company. Shortly before Active Communities were making the great step forward into Station Seven she was invited to join the Board.



Lindsay Moffat

Chairperson

Lindsay is a secondary school teacher who specialises in supporting young people with mental health issues to access education. Prior to working in education, Lindsay created and led a training company which worked with the NHS and Local Authority projects to design and deliver health and employability programs, alongside private sessions focussed on personal wellbeing. Whilst teaching in a local high school, Lindsay worked in partnership with Active Communities on their successful Hearty Lives project before joining the board in August 2019. Lindsay decided to volunteer with Active Communities as she is passionate about promoting health to all and was impressed with the charity's ability to listen to the community and respond to their needs with innovation, enthusiasm and empathy.

Trustee Role Description

Responsible to:	Chair of Board of Trustees
Hours:	A few hours per month. Board meetings are held every 4-6 weeks, typically in the evening.
Salary:	Voluntary but travel expenses paid
Location:	The Board meets in Johnstone or remotely by video call.

Role Responsibilities

The Board is responsible for setting the strategic direction of the organisation to deliver the charitable objectives. As a member of the Board of Trustees you will be responsible for ensuring the effective oversight and governance within the organisation for the benefit the people who access Active Communities.

Active Communities have an experienced management team that is responsible for the day-to-day management and delivery of the organisations operational aims. The Board is responsible for the supervision of the Chief Executive to take overall responsibility for the organisation, acting collectively and effectively in its interests by giving strategic direction and determining the mission and vision. The Board of Trustees makes the decisions required for scrutiny, quality assurance and management of the organisation, ensuring compliance, good governance and adequate financial resources. The Board of trustees also ensures risks are carefully managed and act and uphold the principles of equality, diversity and inclusion.

Trustee Role Description Cont'd

General responsibilities, of the Board include:

- Act with Care and diligence
- Promote and champion the values of Active Communities
- Provide strategic leadership, and support to the Chief Executive Officer
- Ensure Active Communities complies with its memorandum and arts, charity law, other relevant legislation or regulations
- Ensure that Active Communities pursues its objectives as defined in its strategic plan
- Ensure the financial viability and sustainability of the Charity
- Ensure that Active Communities applies its resources exclusively in pursuance of its charitable objectives
- Design, review and approve all strategic policies, plans and budgets to ensure the organisation complies and delivers its charitable objectives, and monitor performance against them
- Set and maintain frameworks of delegation, internal control and risk management
- Ensure effective and efficient administration of the organisation and support the Chief Executive Officer, as necessary
- Annually review the performance of the Board and take steps to improve its performance
- Appoint independent auditors
- Be aware of and abstain from any conflict of interest
- Keep the local community at the heart of decision making
- Review organisational investment policy on an annual basis
- Plan for succession and sustainability
- Seek new Trustees when appropriate

Trustee Role Description Cont'd

Person Specification

Previous board experience is not essential but we would consider the following qualities and competencies to be essential

- experience of working as part of a team
- good communication skills
- a considered approach to equality, diversity and inclusion
- understanding of issues affecting people in the local community
- understanding of charity governance and duties of a charity trustee
- non-judgemental and commitment to the strategic values of Active Communities
- leadership within your field of expertise
- sound, independent judgement
- ability to devote sufficient time and effort to Active Communities

What we offer you

Be part of a skilled and experienced team

Develop your skills and knowledge of being a trustee and governance.

Opportunity to make a difference and have influence in local communities

Opportunity to work with a well-respected charity which has a strong sense of values and commitment to the community

Travel and out of pocket expenses

Training & Support

We offer induction training to our Trustees and can provide other support and training if you are new to the role of Trustee.

We also have a super friendly Board of Trustees on hand to help new Trustees get to grips with their role.

What next

Once we receive your CV, we will be in touch within a week to advise if you have been shortlisted.

We will plan informal interview process from there, involving current trustees and the CEO.

An abstract graphic consisting of numerous thin, straight lines of various colors (red, orange, yellow, green, blue, and black) scattered across the upper half of the page. The lines are of different lengths and orientations, creating a dynamic and energetic visual effect.

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