

**Waverley
care**

Trustee Recruitment Pack

February 2024

Registered Office: Waverley Care Milestone, 113 Oxfords Road North, Edinburgh EH14 1EB
Scottish Charity No. SC036500. Company Limited by Guarantee No. 253043

DEAR CANDIDATE,

I'm really pleased you have taken an interest in joining the board of trustees at Waverley Care. HIV still impacts millions across the globe. How this epidemic was handled can be described as one of the greatest social injustices of the late twentieth century. Sadly, while medical advancements mean people today living with HIV can live long and healthy lives, it's often the stigma that remains around HIV that makes it such a life-altering condition. Stigma is one of the core reasons why Scotland needs a charity like Waverley Care to exist.

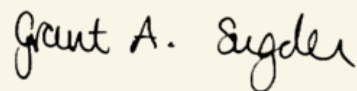
Waverley Care was founded back in 1989 at a pivotal moment in the history of HIV in Scotland. With the UK's first purpose-built AIDS hospice, we supported those dying of AIDS to have dignity in their final weeks and days. We now find ourselves at the precipice of a new seminal moment as we close in on Scotland being one of the first countries in the world to get new HIV transmission down to zero by 2030.

Throughout my years as CEO at Waverley Care, I have been proud of our ability to adapt and change with the times – no more so than how we managed to cope and come through Covid a stronger organisation with renewed purpose and focus.

We are in the second year of a 5-year strategic plan, and with the backdrop of the very real prospect of getting to zero new HIV transmissions by 2030 much of our work will focus on the part we will play in getting us there.

If the journey we are on inspires you, please apply and help us resign HIV transmission in Scotland to the history books once and for all.

Take care,



Grant Sugden, Chief Executive



ABOUT WAVERLEY CARE

Waverley Care is Scotland's leading HIV and hepatitis C charity, having been at the forefront of Scotland's response to HIV since 1989. Everything we do is guided by the experiences of the people we work with – this ranges from shaping the services we deliver through to how we influence national policy around sexual health and blood borne viruses (BBVs).

Our vision is for a Scotland where anyone living with or at risk of HIV can expect to be treated with acceptance, support and respect.

Our projects and services

Our services include:

- One to one support (for HIV & hep c)
- Group support (for HIV & hep c)
- Support for specific communities (gay, bisexual and men who have sex with men; minority ethnic; and people who inject drugs)
- Testing

- Work with people who live in prison
- Work with the Chinese community around hep B
- Free infant formula milk scheme
- Free condoms by post (Highland)
- Young people's sexual health advice (Highland)
- Peer support
- Milestone intermediate care unit

In addition to on the ground services, we are in the process of developing a digital service offering which will ensure that anyone living in Scotland, regardless of location will be able to access support from us.

We also deliver awareness raising training, and co-ordinate a range of volunteers working on everything from befriending, to fundraising to helping to maintain the garden at Milestone.

We also have teams who specialise in communications, policy, engagement, fundraising, and business support.





MISSION

To bring an end to HIV inequality and stigma.

VISION

A Scotland where anyone living with or at risk of HIV can expect to be treated with acceptance, support and respect.

OUR AMBITIONS

- 1** Through our work, we will play a pivotal role in Scotland realising its ambition to reach zero new HIV transmission by 2030.
- 2** By being the leading HIV charity in Scotland, we will use our position and influence to shape local and national policy to fight health inequalities and ensure equal and fair access for all to prevention, treatment and support services.
- 3** We will continue to provide high quality, non-judgmental and impartial advice and support, ensuring anyone living with or at risk of a BBV can live their best life.
- 4** We will involve people with lived experience in all areas of our work to ensure that our services, and policy and engagement work is informed by those we aim to support and represent.

GUIDING PRINCIPLES

People living with or at risk of HIV in Scotland should expect to be able to live a healthy life, with access to support and treatment, free of stigma or shame.

1 Universal access to prevention tools such as PrEP should be a right for all, not a privilege for the few.

2 We have a central role to play in championing the rights of the communities we work with and to challenge stigma and inequalities related to sexual health and blood borne viruses.

3 Everything we do is guided by people with lived experience.

FOUNDATIONS

- * Digital Transformation
- * Inspiration Communications
- * Sustainable Finances
- * Investment in our People
- * Inclusive and Accessible Services
- * A commitment to Equality and Diversity



ABOUT THE BOARD

Waverley Care's board brings together a group of elected trustees who are there to oversee the governance of the charity.

Together our trustees:

- Ensure that the needs of the people we work with are put first, and that we remain true to our stated purpose
- Set our overarching strategic direction and provide support to the executive management team in overseeing its implementation.
- Ensure that the charity's resources are managed responsibly
- Exercise overall control of the charity's business operations
- Raise the profile of the work we do, and support the promotion of fundraising activities

To enable the board to deliver on these responsibilities, we recruit trustees with a diverse range of skills and experiences, both personal and professional.

The board currently has one standing committee – Finance, Audit and Risk – to provide additional scrutiny to this important area of our work. There are also opportunities for trustees to get involved in short life working groups to progress areas of strategic importance.

Our board positions are voluntary, unpaid positions but reasonable expenses are covered.

For more information on being a trustee see: www.oscr.org.uk/managing-a-charity/trustee-duties

WHAT WE'RE LOOKING FOR

We are currently looking for trustees to join our board. Previous experience of being a charity trustee is not essential as training and mentoring will be available to the successful candidate to develop their skills if necessary.

We are looking for people who can add their insight to the board from one of two categories, though you may bring experience in both. Namely, these are:

Bringing Lived Experience to our Decision Making

We are particularly keen to broaden the diversity of our board to include the voices of people from the communities we work with.

These could include:

- People with lived experience of HIV or hepatitis C
- People from communities disproportionately affected by HIV
- Professionals with experience of working in the HIV sector or with communities who are affected by HIV

Widening Professional Knowledge

Equally, we are interested in hearing from people who can bring specific professional experience or qualifications in the following fields:

- Fundraising
- Communications and PR
- Finance
- Law

You will also share our values and believe passionately in supporting vulnerable people to overcome inequalities to improve their health and wellbeing.



PERSON SPECIFICATION

We aim to ensure that the membership of our board is diverse and as such in this recruitment round we are particularly keen to hear from women, trans, disabled, and ethnic minority candidates, as these groups are currently under-represented on the board.

Qualifications and Experience

- Lived experience or understanding of the issues the communities we work with face and/or
- Professional experience in one or more of these areas: finance, law, communications and PR and fundraising.

Skills and Knowledge

- Ability to see the bigger picture and contribute to strategic decision making
- An excellent communicator, confident, expressing their views and opinions

Values and Behaviours

- Commitment to the work and values of Waverley Care
- Willingness to devote the necessary time and effort to the role
- Good independent judgement and ability to think creatively in the context of the organisation and the external environment
- Self-motivated and flexible
- A team player with the ability to develop good working relationships with other trustees, the executive management team and staff



TIME COMMITMENT

As a trustee, you would be expected to attend four full board meetings per year (held quarterly). These are normally held in Edinburgh city centre, and while we encourage trustees to meet in person, a virtual option is available.

In addition to these official meetings, trustees will also be invited to attend occasional board and organisation-wide development days.

HOW TO APPLY

To apply to join our board, please send a CV and covering letter, stating why you are interested in joining the board to: grant.sugden@waverleycare.org

The closing date for applications is **5pm on Monday 25 March 2024**.

Following the closing date, candidates will be shortlisted and the selection process will be as follows:

- Candidates will meet with a small panel, including the Chief Executive and a Trustee to hear more about the role, and for the panel to learn more about each candidate's unique skills and experience
- Any recommendations on appointment will then go to the full board for approval

For an informal conversation about the role, please contact Grant Sugden, Chief Executive, on grant.sugden@waverleycare.org

The logo for Waverley care is located in the bottom right corner. It features the word "Waverley" in a white, bold, sans-serif font above the word "care" in a smaller, white, bold, sans-serif font. The text is set against a background that is a gradient of colors, transitioning from orange at the top to yellow in the middle and purple at the bottom. The logo is contained within a white, rounded rectangular shape.

**Waverley
care**