

## **Volunteer Trustee**

### **Woodlands Hospice Charitable Trust**

**Location:** Liverpool, UK

**Type:** Voluntary (reasonable expenses reimbursed)

**Commitment:** Annual General Annual Meeting, Quarterly Board meetings, plus involvement in sub-committees and events as appropriate.

### **About Woodlands Hospice**

Since 1996, Woodlands Hospice has been caring for people across North Liverpool, South Sefton, and Kirkby in Knowsley. Established in response to the needs of local people living with cancer, our services have evolved to offer specialist palliative care to patients with cancer and other life-limiting illnesses. Currently we are only active adult inpatient hospice in Liverpool.

Our vision is for everyone in our community living with life-limiting illnesses to have access to the best care and support when they need it most.

### **Role Summary**

As a Trustee, you will play a key role in ensuring the governance of Woodlands Hospice is robust and effective, supporting the Chief Executive and The Executive Team to deliver the charity's vision, mission, and strategic aims. Trustees are responsible for the overall control and strategic direction of the charity, ensuring that it operates in a manner consistent with its charitable purposes and complies with relevant legislation and good practice.

### **Key Responsibilities**

- Contribute actively to the Board's role in setting the charity's strategic direction, defining goals, and evaluating performance.
- Ensure the charity operates in accordance with its governing documents, charity law, company law, and other relevant legislation.
- Safeguard the assets and financial stability of Woodlands Hospice.
- Act as an ambassador for the Hospice, promoting its values, vision, and mission.
- Provide support and constructive challenge to the Chief Executive and Senior Leadership Team.
- Attend Board meetings, committee meetings (as appropriate), and key events.
- Maintain confidentiality on sensitive and confidential information.
- Act in the best interests of Woodlands Hospice, avoiding conflicts of interest.

### **Person Specification**

#### **Essential:**

- Commitment to the values, vision, and mission of Woodlands Hospice.
- Understanding of the duties and responsibilities of trusteeship.
- Strategic thinking and ability to contribute to setting and monitoring organisational strategy.

- Willingness to devote the necessary time and effort to the role.
- Ability to work effectively as a member of a team and to make sound, independent judgments.
- Integrity, objectivity, and accountability.
- Excellent communication and interpersonal skills.

**Desirable:**

- Professional experience in one or more of the following areas:
  - Clinical services or palliative care
  - Finance, financial management or wealth management
  - Law or governance
  - Human resources and organisational development
  - Fundraising and income generation
  - Marketing, communications, or public relations
  - Faith-based community engagement or experience working within faith organisations
  - Digital transformation or IT strategy
- Previous Board or senior leadership experience.
- Knowledge of the healthcare, voluntary, or charitable sector.
- Understanding of the diverse communities served by Woodlands Hospice.

**Time Commitment**

- Attendance at a minimum of four Board meetings per year.
- Participation in sub-committees or working groups (approximately 4 additional meetings annually).
- Attendance at key events and occasional ad-hoc engagements such as our Annual general Meeting.

**Support and Induction**

New Trustees will receive a comprehensive induction into the work of Woodlands Hospice, including induction and opportunities to meet staff and volunteers, and ongoing support to develop into the role. Inductions can be flexible around current commitments.

**How to Apply**

If you are passionate about helping to make a difference in your community and believe you can contribute to the governance of Woodlands Hospice, we would be delighted to hear from you.

For more information or an informal discussion, please contact [Rachel.Higham@liverpoolft.nhs.uk](mailto:Rachel.Higham@liverpoolft.nhs.uk)