



Role description

Title	UKCP trustee
Duration	Max term: 96 consecutive months
Accountable to	Chair of the Board of Trustees
Direct Reports	n/a
Location	Remote or at the UKCP Office, York House, 221 Pentonville Road, London, N1 9UZ

Main purpose/aims of role

You will be a company director and charity trustee, ensuring that UKCP pursues its charitable objectives, complies with its governing documents and has financial stability.

By being an active member of the Board of Trustees, you will provide leadership and direction to the organisation in order to pursue UKCP’s vision, mission and strategic direction.

You will help to embed good governance practices in everything UKCP, the trustees, officers, and staff undertake, abiding by the Nolan principles, upholding the trustees’ code of conduct and ethical behaviours, as well as promoting diversity and inclusion.

Note that trustees may be elected or appointed; trustees may be a layperson or a UKCP psychotherapist or psychotherapeutic counsellor.

Main duties and responsibilities of a company director and charity trustee

Trustees shall:

- ensure that the organisation pursues its charitable objectives, as defined in the articles of association, by developing and agreeing a long-term strategy
- ensure that the organisation complies with its governing documents (articles of association, by laws and standing orders), charity law, company law and other relevant legislation/regulations

- ensure that the organisation applies its resources exclusively in pursuance of its charitable objects for the benefit of the public
- ensure that the organisation defines its goals and evaluates performance against agreed targets
- safeguard the good name and values of the organisation
- ensure the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- ensure the financial stability of the organisation
- protect and manage the property of the charity and ensuring the proper investment of the charity's funds.

Main duties and responsibilities as a member of the Board of Trustees

Trustees shall:

- maintain an up-to-date knowledge of issues pertinent to UKCP and the Board's business
- attend Board and other meetings and contribute expert ideas and knowhow, listen to the debate, and collaborate with other members to reach consensus and decisions in the best interests of UKCP
- declare any potential or perceived conflicts of interest, and be recused for the pertinent sections of the meeting
- carry out actions as agreed by the Board
- as necessary, collaborate with Board members 'offline' to progress the work of the Board satisfactorily
- sit on/attend committees, panels and working groups, and/or present at events as required.

This is not an exhaustive list and you are required to be flexible in your approach to carrying out your duties which may change from time to time to reflect changes in UKCP's approach to a culture of continuous improvement.

Person specification

Expected qualities

You should have:

- an understanding of the wider talking therapies environment, regulatory frameworks and professional associations
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- a commitment to UKCP and its charitable objectives
- board-level experience in the public, private or third sector
- excellent communication and stakeholder engagement skills with experience of working in an influential role
- good, independent judgement and the ability to act with impartiality, fairness and respect confidences
- a willingness to speak your mind, with an ability to navigate complex and sensitive issues with tact, diplomacy and empathy
- a commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- sufficient time to fulfil the demands of the role, and a willingness to be available for advice and enquiries on an ad hoc basis
- no obvious conflicts of interest with pre-existing roles and activities
- proficient skills with Microsoft Office suite and online/hybrid meetings.

Desirable qualities

You could have:

- experience of championing and advancing equity, diversity and inclusion (EDI) and belonging, intersectionality, inclusion, diversity and equity (BIIDE) objectives
- experience of managing a 'volunteer' workforce.

UKCP behaviours

The post-holder will adhere to the following behaviours, which are based on the fundamental values on how everyone at UKCP works together:

- Recognise each other's skills, experience and passion
- Commit to engaging others positively and constructively
- Be accountable for the integrity of UKCP and the profession we represent
- Take responsibility for our working culture
- Lead by example.

Remuneration

Unremunerated: reasonable expenses can be claimed in accordance with the expenses policy.

Expected time commitment

Five Board meetings per year and one annual general meeting. Other duties – approximately one day per month.