

Collective Voice

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Independent Trustee: Overview and Personal Specification

About Collective Voice

Collective Voice is the national alliance of drug and alcohol treatment recovery charities.

It was founded in 2015 by voluntary sector providers in England with the shared purpose of advocating for treatment and recovery at a time of austerity and a lack of political leadership. In its first chapter the organisation focused on a small set of priorities, guided by senior leaders of the founding charities. In its second, Collective Voice became constituted as a charity and those leaders were appointed as Trustees.

Our third chapter began in 2021 with the appointment of an Independent Chair to drive change and lead the organisation forward. As part of this development some 'member' trustees are now stepping down, with three independent trustees being appointed to take their place.

Collective Voice begins a new, three-year strategic cycle from April 2022. The new strategy has three priorities:

- **Advocating for treatment and recovery** by influencing policy at a national level and championing the voluntary sector's role in treatment and recovery
- **Building the field** by informing, connecting and innovating
- **Strengthening our collective voice** by renewing our governance, growing and diversifying our membership, and leading through collaboration

Trustee's purpose

To ensure the sound running of the charity, ensuring it acts in accordance with its constitution, charity law and all other laws and regulations that affect its activities, and to deliver its mission.

Terms of the appointment

- Time commitment: 4 x board meetings per year (currently three remote; one in person in London), occasional additional meetings
- Remuneration: this is a voluntary position; travel expenses will be reimbursed
- Length of term: an initial period of 3 years, which can be renewed for a second 3-year term

Duties and responsibilities

1. Ensure the charity acts in accordance with its constitution, mission and values

2. Ensure the charity fulfils its legal, financial and reporting obligations
3. Contribute to the development and delivery of Collective Voice's aims and strategy
4. Take part in appropriate induction and annual appraisal processes with Chair
5. Build the public profile of Collective Voice by acting as an ambassador and spokesperson, advocating for drug and alcohol treatment and recovery, and the people whose lives it transforms
6. Attend and contribute to quarterly board meetings and occasional additional ad-hoc meetings

Independent Trustee - Person Specification

Knowledge

1. An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
2. An understanding (or a willingness to develop one) of the experiences of people who use drugs and alcohol and how life experience impacts access to support and services

Skills and abilities

3. Ability to think strategically to enable effective decision-making over the long term
4. Ability to challenge constructively and interrogate arguments and information
5. Ability to work in a team, welcoming others' perspectives and committed to learning

Values

6. Wholehearted commitment to the objectives and values of Collective Voice
7. Wholehearted commitment to social justice, equity and inclusivity and a strong sense of the value of lived experience

To support Collective Voice's development into our next chapter we are also looking for the following abilities and experiences:

1. Lived experience of a drug or alcohol problem
2. Trust and foundation fundraising
3. Campaigning / public affairs
4. Working in central government
5. Working with the media
6. Membership services