

A photograph of a woman smiling and holding a baby, with a purple overlay. The woman is looking down at the baby with a joyful expression. The background is slightly blurred, showing other people in a room.

**PANKHURST
TRUST**

**CHAIR OF
THE BOARD
OF TRUSTEES**

**VOLUNTARY POSITION
RECRUITMENT PACK**

Decorative geometric shapes at the bottom of the page, consisting of a green triangle on the left, a purple triangle in the center, and a green triangle on the right, all pointing towards the center.

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LETTER FROM THE CEO

Thank you for your interest in the Pankhurst Trust (Incorporating Manchester Women's Aid) and the voluntary opportunity of Chair of Board of Trustees.

This is a unique opportunity to make a very real difference to the lives of women, their families and communities across Greater Manchester. This high-profile voluntary position will require strong leadership skills, drive and tenacity in abundance as we navigate the changing social, political and economic future our communities face post pandemic.

The role of Chair, whilst not without its challenges as we work to realise our strategic and equality ambitions, brings with it the opportunity to grow and develop your own skills and to play a part in enabling all women to rise, voice and vote for the change they want to see.

Our current chair, Louise Sutherland, who is stepping down after two successful terms in the post will continue to contribute to PTMWA in a different volunteer capacity. As part of our commitment to ensuring the successful candidate is nurtured in this opportunity Louise has offered her availability to the new incumbent for guidance and information as required.

For more information about Louise's experience, see her open letter on our website www.pankhursttrust.org

As CEO, I have very much enjoyed working with Louise and am proud of what we have achieved thanks to her motivational and supportive leadership. I look forward to forging a new path with a new Chair, to joining our collective voice to advocate loudly on behalf of Women & Girls and to making a significant contribution to the social and cultural shaping of Greater Manchester.



Gail Heath
CEO, PTMWA



The following information contains detail about the organisation, voluntary role of Chair of Board of Trustees, our mission and strategic values until 2024 and the appointment process.

This post is open to women only under the Equality Act 2010, schedule 9, part 1. To encourage and support applicants from a wide cross section of society, co-chairing will be considered if requested.

If you would like to discuss any of the elements of this pack in more detail, or if you have any questions that you feel aren't covered by this information, please contact me via email to arrange a chat about this opportunity.

Email: [**g.heath@pankhursttrust.org**](mailto:g.heath@pankhursttrust.org)

Why we do what we do

We believe that the unequal legal, social and cultural environment in which women and girls in particular live, work and grow continues to affect their status in all areas of life in society, whether public or private, in the family or the labour market, in economic or political life, in power and decision-making. We recognise the intersectional nature of discrimination, in that it is not only differences between identities (such as racial, gender, and LGBT+ identities) but within these that contribute to marginalisation and oppression. We want to change this to ensure women have equal and fair representation at every level of our society.

We believe the impact of this inequality is also felt in social gender relations, in particular as violence against women and girls. We take direct action in the shape of our domestic abuse services to end this. Domestic abuse is deeply rooted and widespread, it affects all groups across age, ethnicity, religion, disability, sexuality and social class and severely impacts upon children and young people, denying them a safe and secure home life. It is a deliberate violation of an individual's human rights. Living within a violent or abusive relationship constitutes a deprivation of a survivor's right to life, to freedom from torture or inhuman or degrading treatment and to respect for one's private and family life (Articles 2, 3 and 8 of the European Convention on Human Rights, incorporated into English Law by the Human Rights Act 1998).

PTMWA is committed to promoting equality and diversity in all its activities to promote inclusive processes, practices and culture.

- We will strive to work to eliminate any unlawful or unfair discrimination including direct or indirect discrimination, discrimination by association, discrimination linked to a perceived characteristic, harassment and victimisation.
- We will remain proactive in taking steps to ensure inclusion and engagement for all the people who work for and with us.
- We will continue to strive towards a culture that is diverse and inclusive that recognises and develops the potential of all staff and clients.
- We recognise the benefits and opportunities of having a diverse community of staff and volunteers who value one another and work together to achieving PTMWA's vision of a society where every woman has a right to be safe and to be heard, and is able to take action to drive the change she wants to see.

MISSION

The Pankhurst Trust (Incorporating Manchester Women's Aid) was formed in 2014 as a merger between The Pankhurst Trust, which ran from the iconic Pankhurst Centre with its museum and women-only activity space, and Manchester Women's Aid, Manchester's largest specialist provider of domestic abuse services.

This unique and successful partnership is both supportive and empowering for women of Greater Manchester and is underpinned by our charitable objectives which are:

- a.** to promote the equality of women, and
- b.** to promote the benefit of women, suffering, or at risk of, domestic abuse, and their dependants, with the objectives of: relieving need, hardship and distress among such beneficiaries; promoting the mental and physical health of such beneficiaries; advancing the education of such beneficiaries; and advancing the education of the general public in relation to issues of women's equality and domestic abuse.
- c.** To secure for the public benefit the preservation, restoration, improvement, enhancement and maintenance of 60/62 Nelson Street, Manchester as a building of historic and architectural interest, which building shall house a heritage and educational centre for visitors regarding the suffragette movement, women's equality and domestic abuse together with a drop-in centre for women, space for conferences, classes and social events.

SERVICE PORTFOLIO

Pankhurst Centre

The Pankhurst Centre at 60-62 Nelson Street is an iconic site of activism, past and present. 62 Nelson Street was the home of Emmeline Pankhurst and her family and the place where the first meeting of the WSPU – the movement that became known as the Suffragettes – took place. From humble beginnings in Manchester, the Pankhurst family began a movement that transformed our national democracy and was heard across the world. As the only extant site connected to the family open to the public and the only heritage site in the U.K. dedicated to the story of women’s fight for the vote, the Pankhurst Centre is recognised regionally, nationally and internationally as an important site of suffrage history, and is a site of pilgrimage for women and men from across the world.

The history of the Pankhurst Centre is itself a story of activism. Neglected and derelict after the last residents left the property in the 1960s, a grass-roots campaign to save the historic buildings was launched in the 1970s. After a long campaign, enough money was finally raised to open the building as a heritage site and women’s centre in 1987 when, for the second time in its history, the house became a centre of radical feminist activism. Throughout the 1990s and early 2000s, the Pankhurst Centre remained at the heart of activism and consciousness-raising for diverse groups of women, until funding cuts in the mid-2000s led to its merger with Manchester Women’s Aid in 2014.

Since the merger with Manchester Women’s Aid, the Pankhurst Centre has been going from strength-to-strength. Between 2014 and 2018, a dedicated team of volunteers opened the building to visitors, and responded to visitor enquiries. And then, in 2018, the centenary of the Representation of the People Act generated much-needed publicity and interest in the Pankhurst Centre and the necessary momentum for our development. Our new permanent exhibition ‘At Home with the Pankhurst Family’ – which is due to open in Summer 2021 – is testament to this and will help us to inspire a new generation of change makers through the story of this radical family.

The new exhibition is the first stage in a longer-term development project to transform numbers 60-62 Nelson Street into a world-class heritage site, museum and activist space befitting the extraordinary history of the Pankhurst family and the suffragettes. We intend to resubmit our application for transformational capital investment and re-open in time for 2028, the centenary of the Equal Franchise Act and the centenary of the death of Emmeline Pankhurst.

Manchester Women's Aid

Through our specialist Domestic Abuse (DA) services, co-designed with clients to end violence against women and girls (VAWG), we work one-to-one with over 1500 individual women and men across Manchester each year. In 2018-19, our specialist DA services provided over 10,000 support hours, and through our referral lines and training courses, we provided advice and guidance to an additional 2000 survivors, professionals and organisations.

Our work includes:

Helplines – We provide access to a local and national referral service run by people skilled in understanding domestic abuse.

Welfare – We work with local partners and businesses to ensure women-led families living in poverty get access to food and welfare quickly.

Drop-In – We enable survivors and visitors to connect with others and lead the life they choose through peer support, cultural activities and drop-in clinics providing legal, benefits, work and skills, health and housing advice.

Group work – We enable adults and children to access a wide range of educational and therapeutic domestic abuse group work programmes that help them to stay safe and live well.

Volunteering and coaching – We unlock the potential of women and girls through access to volunteering, coaching and vocational training programmes.

Mentoring and vocational – We provide specialist group work and mentoring services to support the recovery and empowerment of individuals and families who experience racial inequality.

Independent advocacy – We provide intensive culturally responsive support for individuals at high risk of serious injury or death as a result of domestic abuse.

Counselling – We help survivors to identify barriers to independence and support them to find solutions via access to counselling opportunities.

Children’s service – We help children get off to the best and healthiest start through the delivery of child-led play and groupwork for children of families who are accessing our services.

Refuge – We provide confidential and safe accommodation services for those fleeing domestic abuse that inspire trust and give rise to recovery.

Aligned Services

Children and Families – We partner with specialists to work with families who choose to stay together through our children and families services and the Big Manchester projects in North Manchester.

Health and wellbeing – We support Manchester Health and Social Care through a wide range of specialist domestic abuse services delivered in health settings such as doctor’s surgeries, hospitals , dentists.

Queen Bee Coaching – We enable women to realise their full potential, redress the balance of power across Greater Manchester and close the gender pay gap through our skilled experienced volunteers, who offer coaching to women leaders across Greater Manchester who do not have access to financial or organisational support.

Training – We help fellow professionals and agencies supporting victims of domestic abuse know how to identify domestic abuse, how to respond and how to refer individuals to specialist providers.

Research and Policy – We work with a national network of Violence Against Women and Girls organisations to commission and undertake research and to develop new approaches to ending violence against women and girls.

STRATEGIC AIMS

PTMWA believe that every woman has a right to be safe and to be heard and that we have a role in fighting the structural inequality in our society that prevents this.

Deciding on how best to use the resources available to us is a joint effort informed by the many meetings, consultations and focus groups we have held to ensure our approach aligns with the needs and ambition of clients, staff and volunteers, trustees and stakeholders. Together, we have developed four core aims for our work until 2024, these are to:

- Prevent harm by changing the way in which sex and gender inequality and violence against women and girls, is regarded, understood, and interpreted by strengthening our heritage and DA prevention work.
- Provide more and improved services by expanding the reach and impact of our holistic, whole family, strengths-based domestic abuse model.
- Partner with others to build strong and enduring collaborations to deliver high quality services.
- Prosper together by investing in the power and potential of our heritage seekers, clients, staff and volunteers to achieve change.

Our aims are designed to support the Our Manchester Strategy 2016-25 by adding social value and contributing to the creation of a fair and equitable city, where everyone can benefit from and contribute to the city's success.

They are expressed through clear objectives, reviewed annually to ensure they remain the best use of our limited resources.

Strategic Objectives

Our Prevent Objectives:

- To share the story of number 62 Nelson Street, and ensure it survives for generations to come.
- To build corporate & donor relationships to increase unrestricted funds to support the growth of our prevention agenda and innovative services.
- To develop new collaborations to improve services for children vulnerable to abuse or who are vulnerable to abusive behaviours.

Our Provide Objectives:

- To explore collaborations that will improve our response to the impact of VAWG on all family members, including an understanding of perpetrator behaviour in our approach.
- To work consistently to increase our income so we can continue to deliver, improve and expand our life-saving accommodation and community based domestic abuse provision and finance the continuation of the heritage museum.
- To embed new engagement approaches for survivors with additional and/or multiple need to become better able to have an impact in unfamiliar places

Our Partner Objectives:

- To seek new collaborations to improve access to safe, secure and affordable homes for women and their families impacted by VAWG.
- To strengthen existing and develop new networks that will enable survivors and their families to live well and be active partners in their health and well-being.
- To evidence the social and community value of our work, in particular in our priority areas.

Our Proper Objectives:

- To embed a distributed leadership approach to service provision to increase the capacity of our staff, volunteers and clients to innovate and drive change.
- To refresh and embed our core values into everyday practice to ensure all have a positive, personal experience that leaves them feeling valued, informed and empowered.
- To develop innovative employment, skills and training initiatives to increase safe referral to specialist support and financial independence.



WHO IS THE RIGHT CANDIDATE

PTMWA are searching for a proven effective leader, with political acumen, knowledge and understanding. You must have an awareness and comprehension of the work undertaken and delivered by PTMWA in one or all of the areas we work in. The confidence you have in your own ability and the abilities of other women will shine through in your commitment to progressing the strategic aims of PTMWA.

Below you will find more details in relation to the volunteer outline and person specification for this prestigious opportunity.

VOLUNTEER OUTLINE

Voluntary position	Chair of Board of Trustees
Reference	Chair 02-21
Reports to	Board of Trustees

The Board

The Board of Trustees are responsible for ensuring that the Pankhurst Trust (Incorporating Manchester Women's Aid) (PTMWA) complies with its governing document, charity law, company law and any other relevant legislation or regulations.

The Board is responsible for

- Ensuring PTMWA lives its mission and values via strategic planning and implementation.
- Ensuring strong fiduciary oversight and financial management.
- Approving programmes and services at the highest level.
- Enhancing the public image of PTMWA, leveraging connections, networks, and resources to develop collective action to fully achieve PTMWAs mission.
- Reviewing and assessing the performance of the organisation against its objectives.
- Maintaining an understanding of gender based abuse and safeguarding ensuring clients are safeguarded.
- Identifying and actively addressing any issues with the above.

Board Members are also expected to

- Adhere to PTMWA policies and procedures and current UK Legislation.
- Disclose any conflicts of interest.
- Ensure confidentiality about all internal matters of PTMWA.

OUTLINE SUMMARY

The Chair of the Board of Trustees (supported by the Vice Chair) acts as the channel of communication between the CEO and Board. This high-profile voluntary position provides leadership to ensure all parties remain focused on PTMWA strategic aims, cultural development and financial sustainability. The post holder is also an advocate and public figurehead for the organisation and its services.

EXPECTATIONS	TASK /ACTIVITIES
<p>Ensure the organisation pursues its objectives as defined in its governing document.</p>	<ul style="list-style-type: none"> • Working with the CEO and Executive Team to ensure that PTMWA has a transparent mission, vision and values which feed through to strategic direction and decision making. • Ensure the CEO and Trustees demonstrate the values of PTMWA via the governance of the organisation and long-term planning activity. • Working with the CEO ensure that PTMWA report regularly to Board on progress towards strategic objectives and annual plans. Addressing any issues with the CEO as appropriate. • Ensure the Boards delegating expectations are detailed in writing by terms of reference. • Review the effectiveness of the governance structure against performance measures.
<p>Attendance at Refuges</p>	<ul style="list-style-type: none"> • Be actively involved in the quality, risk assessment and evaluation of all of PTMWA sites (including women’s refuges).

EXPECTATIONS	TASK /ACTIVITIES
<p>Actively contribute to the Board</p>	<ul style="list-style-type: none"> • Chair Board meetings and AGM, actively engaging, supporting and managing the relationship with all Board Members. • Attend pre-meetings and debriefs as appropriate and defined via management of relationship with CEO. • Provide firm strategic direction to PTMWA; setting overall policy; defining goals and setting targets and by evaluating performance against these agreed targets. • Ensure the policies of PTMWA support the vision and goals of the organisation. • Chair and define Board meeting agendas, ensuring members have access to appropriate and timely information via proactive engagement with the CEO. • Ensure Board decisions are made with the best interests of PTMWA and its long-term objectives. Monitor decisions and address any disconnect.
<p>Ensure the effective and efficient administration of the organisation</p>	<ul style="list-style-type: none"> • Ensure the organisation uses its resources exclusively in pursuance of its objectives. • Alongside the Board Treasurer, ensure the financial stability of the charity, taking responsibility (with the Board of Trustees) for Financial accounts and audits. • Ensure the proper investment of the charity's funds. • Risk assess systems and practices of PTMWA where appropriate.

EXPECTATIONS	TASK /ACTIVITIES
<p>Partnership with CEO</p>	<ul style="list-style-type: none"> • Appoint the Chief Executive Officer in the event of a vacancy and monitor their performance. • Provide support to the CEO in achieving the objectives of PTMWA on behalf of the Board of Trustees. • Work with the CEO to ensure two-way dialogue about key issues and updates for Board Members, setting meeting agenda to reflect this. • Work with the CEO to develop an annual programme of meetings and strategic objectives • Challenge the standard and timing of Board papers to ensure Board Members have timely and informed decision making based on accurate facts. • Work in partnership to develop the Board of Trustees and succession planning.
<p>Representing PTMWA in public forums</p>	<ul style="list-style-type: none"> • Be a trusted and respected spokesperson for PTMWA and the women & girls we serve at public events, conferences, media and press conferences, functions and meetings. • Safeguard the good name and values of PTMWA. • Leverage networks and connections to advance the publicity and funding of PTMWA.

PERSON SPECIFICATION – SKILLS AND COMPETENCIES

(E) = Essential criteria (D) = Desirable criteria

1	A feminist with shared values and understanding of the Trust's mission, aims and objectives. (E)
2	Experience and/or appreciation of the role of Trustee or NED including understanding and commitment to the Nolan Seven Principles of Public Life: selflessness; integrity; objectivity; accountability; openness; honesty and leadership. (E)
3	A leader with strong interpersonal skills and the ability to manage diverse boards, managing agendas, conflicts of opinions whilst building trust and commitment. (E)
4	Have a strong personal and political integrity, and be able to advocate on behalf of and be an ambassador for the Charity. (E)
5	Have an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship. (E)
6	Have experience of developing strategic aims and objectives, taking a considered and creative approach to problem solving. (D)
7	Be empathic, with strong people and communication skills. (D)
8	Have experience of working with and developing a trust relationship with senior management teams. (D)

CIRCUMSTANCES

Ability to keep in regular contact with CEO and Vice Chair, plus attendance at meetings is recommended, however as this is a voluntary position PTMWA acknowledge that this may not be possible in all circumstances. All meetings are flexible and will be arranged around the volunteer's availability and there are no set number of hours per week required for this opportunity.

This opportunity is open to co-chairing.

Post is open to women only under the Equality Act 2010, schedule 9, part 1.

Any training associated with this voluntary position will be at the discretion of PTMWA and is not mandatory.

This agreement is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intend any employment relationship to be created either now or at any time in the future.

How to apply

To apply for this opportunity please send your CV and covering letter, along with a Trustee Skills Audit Form and a Equality and Diversity Monitoring Form detailing how you address the criteria in the person specification and describing the skills you feel will help you to succeed in this opportunity to d.mgijima@pankhursttrust.org or by post to:

D. Mgijima
The Pankhurst Centre
60-62 Nelson Street
Manchester
M13 9WP

Closing date for applications	Friday 26th March
First stage interviews	w/c 19th April
Second stage interviews	w/c 26th April

Interviewing and COVID-19

All interviews will take place remotely via Zoom. The interview process will include an advisory panel in addition to the formal interview. This is so you can meet some of our staff, volunteers with lived experience, and partner organisations.

Contact details for an informal chat about the post

If you're interested in this opportunity and would like to have a chat to get more information we would love to hear from you. Please email Gail Heath, CEO, PTMWA at g.heath@pankhursttrust.org to arrange an informal discussion.

For more information about being a Trustee please read the Charity Commission Essential Trustee Guide [here](#). For more information about being a Chair of the Board please download A Chairs Compass [here](#).



Three year accreditation by SafeLives



The Pankhurst Trust (incorporating Manchester Women's Aid) is registered in England and Wales as a company limited by guarantee, no. 6726553. And a registered charity, no. 1126433

Our registered address is:

**Pankhurst Centre
60 -62 Nelson Street
Manchester
M13 9WP**

Check out our website by visiting:
www.pankhursttrust.org

Follow us on social media:



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