



The Mental Health Service for our Community

Mental Health Trustee and Clinical Governance Chair / Co-Chair

Role description

Jami is a mental health charity that enriches and saves lives impacted by mental illness and distress in the Jewish community.

Since the start of the pandemic, demand for our services has grown exponentially. In 2021 we undertook a thorough review of the needs of the community, to develop a new strategy that will secure the Jewish community's mental health provision. The new strategy sets out a huge agenda for change in scale and provision, which will be developed over the next five years while we continue to run our diverse set of highly professional mental health services:

- Advice and advocacy
- Treatment and support
- Education and campaigning

Jami currently supports over 1,400 individuals, delivering almost 50,000 separate service interactions each year, and reaches thousands more people through education, seminars, work in schools and other organisations. Through our social enterprise community café, Head Room, we raise mental health awareness while delivering mental health support on the high street.

To help deliver our strategy we are looking for two trustees who will additionally co-chair Jami's Clinical Governance and Professional Advisory Group. One will have specific experience in children and young person's mental health and one in adult mental health. Experience of working in statutory services and acute crisis services will be an advantage. Knowledge and expertise in health inequalities and social determinants of health are welcomed. Jami value lived experience of mental illness and distress and encourage applicants who have their own personal experience of mental health issues to apply.

Specific responsibilities

- Support the relevant executive staff member(s) for this portfolio, together with the Chair and Chief Executive.
- Strategic oversight of Jami's mental health service provision.
- To chair / co-chair Jami's Clinical Governance and Professional Advisory Group, ensuring effective communication between this group and the Trustee Board.
- Provide expert support and guidance to ensure that Jami is at the forefront of mental health service development within the social care sector.

Essential attributes and expertise

- Clinical qualification, knowledge, and experience.
- Professional gravitas in the field.

Responsibilities of all Trustees

Strategic Leadership	Ensure Jami pursues its stated purposes and strategic direction, as defined in its governing document, by agreeing a mid and long-term strategy, and setting an appropriate pace of change.
Managing Performance	Ensure Jami defines its goals and evaluates operational/organisational performance against agreed targets through delegated authority.
Governance	Ensure Jami is well governed, complies with charity / company law and any other relevant regulations, and uses its resources exclusively for its charitable purposes.
Risk	Ensure there is a rigorous process to identify, assess and mitigate risk.
Collective Decisions	Ensure the Board reaches sound collective decisions by scrutinising Board papers, focusing on key issues, providing advice and leading discussions in areas where the Trustee has special expertise. This includes input in defining what issues the board will address, discuss and make decisions on and the mechanism to achieve this.
Networking	Be an ambassador for Jami and mental health. Make and encourage financial contribution and increase engagement.
Chief Executive	Ensure proper arrangements are followed for the appointment, supervision and remuneration of the Chief Executive.

Behaviours and expertise of all Trustees

Collective Responsibility	<ul style="list-style-type: none">• Know and accept the legal duties and responsibilities of Trusteeship.• Accept fiduciary responsibility for Jami's performance and effective use of resources.• Hold the professional team to account.• Make and support collective decisions.
Commitment	<ul style="list-style-type: none">• Have sufficient time, commitment, understanding and passion for Jami's purpose, vision, mission, values and activities.• Enthusiasm, optimism and willingness to learn.• Be actively involved in Jami's activities outside Board meetings.

- Prepare for and attend a minimum of six two-hour Board meetings per year and four Clinical Governance and Professional Advisory Group meetings per year.
 - Depending on portfolio there may be sub-committee and liaison with the executive staff member responsible for that area.
 - We are in the process of governance review but would expect a minimum tenure of three years for these positions.
- Judgement**
- Shape the overall vision and strategic direction in line with Jami's aims.
 - Informed and independent judgement, with the ability to think creatively.
 - Objectively analyse information, evaluate risk and scrutinise performance.
- Assertiveness**
- Speak up at meetings and influence discussions.
 - Constructively challenge and question accepted ways of doing things.
 - Take clear and justifiable decisions.
 - Resist undue pressure from donors re service design/delivery
- Cooperation**
- Build sound relationships and work collaboratively with other Trustees, the professional team, volunteers and other stakeholders.
 - Listen to others' opinions and needs.
 - Advise, support and mentor trustees, executive staff or volunteers.
- Jewish Community**
- Understand how the Jewish community operates.
 - Utilise a wide network of personal contacts to increase support for Jami.
 - Know where Jami fits into the wider communal landscape and keep abreast of developments.
- Organisational knowledge**
- Develop a meaningful relationship with the organisation by engaging with staff, volunteers, service users and other stakeholders.

Previous board / trustee experience is not necessary and we welcome applications from all ages and backgrounds.

Equality and diversity

Jami are proud to be an equal opportunity workplace. We recognise and promote, the positive value of diversity, equality and challenge discrimination. We welcome and encourage job applications from people of all backgrounds.

Disclosure of criminal background

All employees and volunteers are checked with the Disclosure Barring Service

If it is a requirement of the post that an enhanced check is undertaken, successful applicants will be asked to complete and sign a Disclosure Form giving permission for the screening to take place.

Having a criminal record will not necessarily bar you from working with Jami. This will depend on the nature of the position and the circumstances and background of offences.

Please note applicants refusing to sign the form will not be progressed further.

Confidentiality

All information relating to service users, volunteers and staff gained through your employment with Jami is confidential. Any disclosure to any unauthorised person is a serious disciplinary offence.

For further details please contact **Emma Reynolds** on 020 8458 2223 or email **emma.reynolds@jamiuk.org**

- Closing date for applications **23rd September 2021**
- To apply for a trustee role, please email your CV and a supporting letter to **emma.reynolds@jamiuk.org**
- Selection process will involve a formal interview
- All applicants will have the opportunity to visit Jami's resources