



Partners for
Inclusion
Group



Partners for
Inclusion Group
Trustee Information
Pack

Welcome from Paul Skovron, Board of Trustees, Partners for Inclusion Group

Thank you for your interest in the role of Trustee of the Partners for Inclusion Group (PFI Group). It's not often that the opportunity arises to be a Trustee with a registered Charity focused on providing Human Rights-based support and I'm delighted that you are interested in joining us.

Being a Trustee with an organisation like ours means making a real positive difference in people's lives while at the forefront of developing forward-thinking approaches to social care. People are at the heart of everything that we do and, long before the Self-Directed Support (Scotland) 2013 Act was passed, Partners for Inclusion Group was one of a small number of organisations putting people in control of their own lives.



We support many people who in the past have been described as 'challenging' or who have experienced a long history of being excluded due to their disabilities or mental health difficulties (or both). Through our bespoke support, we give them the chance to live an ordinary, fulfilled life.

What makes our work special is that we see and help people as individuals. This means recruiting teams around that person, specific to their need and, operating Individual Service Funds so that everybody has their own dedicated resources. Instead of expecting the people we support to fit into pre-existing systems designed for administrative ease, everything we do is judged against the impact we will have on their quality of life.

All of the resources we harness are based on what that person is going through at that particular point in their lives. We believe this allows the people we help to have a good quality of life and to integrate into their community regardless of their level of disability. Ultimately, that is our aim for every single person we work with as well as working with other organisations, internationally, who provide this service.

Of course, the Covid-19 pandemic has had profound effects on the Social Care sector. Partners for Inclusion Group provide bespoke arrangements to all we support – not congregated living as many others do – and this has led to a significant increase in the number of new families approaching us to ask for support. In short, the demand for this approach to support is increasing and, we're looking for people who are as unique as our organisation with a variety of skills to be Trustees for Partners for Inclusion Group.

If you feel you could bring your talents and skills, you believe in our ethos, and you would like to be part of the next chapter of the Partners for Inclusion Group journey, we'd love to hear from you.

I look forward to reading your application.

Paul Skovron
Chair, Board of Trustees,
Partners for Inclusion Group

About Us

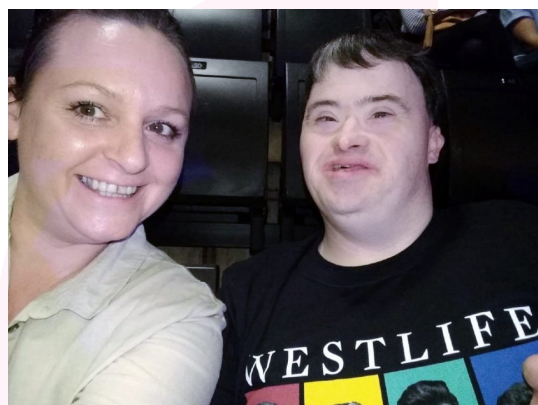
Partners for Inclusion became an independent charity in 2004, providing bespoke support for people with learning disabilities, mental health support needs, or both. Working closely with families, each person has a person-centred service design, working policy and team recruited especially for and with them. Each person we support receives their own budget for support; support that suits them – no two support services are the same.

We are based in Kilmarnock and currently provide services primarily in Renfrewshire and Ayrshire.

As we have grown, we have become the Partners for Inclusion Group, that encompasses the four branches of our organisation including Partners, Just Connections, Linking Lives and dM2. Each has a slightly different focus, whether on supporting people individually or on nurturing friendships and relationships.

All are guided by our fundamental philosophy and culture which informs structure and practices that deliver Truly person-centred services. The quality of care and support people receive is rated 'Very good' by the Care Inspectorate, and we are able to demonstrate that the people we support tend to have better personal outcomes.

The secret to our success has been the people who have come to work with us. They don't just pay lip-service to the principles of inclusion, but really believe that living ordinary lives in ordinary places is not too much to ask. We all need active relationships and friendships with people who love us, we all have dreams and aspirations that must be heard and, we should all have power and control over what we do with our lives. These principles guide us in our mission.



The Partners for Inclusion Way

Passionate About Our Mission

We aim to deliver genuinely person-centred, personalised support that helps people to have real lives as valued citizens in their communities. Partners for Inclusion Group exists to:

- Support people to live how they choose
- Influence and enhance opportunities available to all
- Share knowledge, experience and learning with others

Passionate About Our Values

Everyone has a unique set of preferences and so everyone's support is unique to them.

We think that Partners for Inclusion Group has been successful in supporting people to have real lives. If we are successful it is because everything we do is driven by our belief that:

- Everyone is equal, different and has their own gifts
- Everyone has the ability to develop
- Everyone has needs and the right to support in keeping with their basic human rights
- Everyone's relationships are valuable

Passionate About How we deliver

We keep the following at the forefront of our minds when considering the ways in which we can improve the lives of those we support.

Really listening to what people say

Partners for Inclusion Group has developed considerable expertise at working with individuals, families and friends in order to understand what people are saying.

Respecting what people want in their life

We ensure that what happens in people's day-to-day lives is based upon what works for them.



Supporting people to live the lives they want

We don't believe in standardised models of support; everyone has a unique set of preferences and so everyone's support is unique to them.

Allowing people to grow and develop

We adapt our support so that it suits where the person is now and is focused on where they want to go next in life.

Respecting family and relationships

Personal relationships are important to wellbeing, so we aim to work in active partnership with families and friends of people we support.

Paying attention to detail

By working hard at getting the day-to-day detail of an individual's support right, we believe we're respecting their inherent worth and dignity.

You can learn more about us at partnersforinclusion.org

Role Description

Reporting to:	Chair of Trustees
Remuneration:	Trustees are unremunerated, but reasonable expenses are paid when incurred solely for the performance of agreed duties.
Commitment:	<ol style="list-style-type: none">1. 4 Board meetings quarterly, per year, early evening (blended online / in person).2. Max 2 Board Strategy / Away Days per year, during the day.3. 4 sub-committee meetings per year.4. Adhoc representation as a Trustee at meetings / events as requested by CEO or Chair.

What we're looking for

Partners for Inclusion Group would like to recruit a number of new Trustees to support the continued good governance of the organisation as well as help us prepare for the coming of the National Care Service and other challenges and opportunities.

We are particularly looking for Trustees with backgrounds and experience in the areas of:

Finance – Accounting practices, governance & compliance, risk and audit.

Marketing and Communications - enhancing external awareness of Partners for Inclusion Group financially robust bespoke support model across the Care sector and utilising all available methods of promotion as appropriate. Developing ways of communicating innovatively internally and externally.

Process improvement - support the review of long-established ways of working and processes with the aim of streamlining, freeing-up time for even more individual support time, improved employee communication and scope for future-facing activities.

Use of technology - applications for process improvements, internal reporting and employee engagement / communication.

Business Development – secure additional funding opportunities and look at options to generate more income, to supplement the resources available from our central team to improve and enhance our working environment for staff and ultimately our core services.



Trustees Main Responsibilities

- Ensure that Partners for Inclusion Group function within the required legal and regulatory framework of the Charity sectors in which it operates and in line with the governing document.
- Determine the overall direction and development of the organisation through clear strategic planning.
- Actively contribute to setting the strategic direction with optimal outcomes and evaluating performance against agreed targets.
- Ensure active financial budgeting and management of assets is in place with ongoing focus on securing additional funding to support the growth and development of Partners for Inclusion Group as needed.



- Contribute to the risk management policy and activities whilst continually striving for best practice in governance within Partners for Inclusion Group inspiring confidence and trust in the charity.
- Ensure the effective and efficient administration of the charity and its resources.
- Maximise the potential and equal opportunities for those working with Partners for Inclusion Group within an inclusive, diverse and learning working environment.

Role/duties to actively review, discuss and support:

- Legal and regulatory requirements are being met and any impact of future changes and developments.

- Financial status and provision for current and developing needs.
- People resources are in place/planned with training, development and succession needs anticipated.
- Appointment of CEO and senior staff members with monitoring of their performance.
- With prepared attendance at Board meetings. Away Days, appropriate training, and contribution through sub-groups/committees

Evaluate own performance and Continuous Professional Development to carry out the role.

What's in it for You?

- Feel great by giving back! Becoming a Trustee is a wonderful way of gaining new skills and experiences – and a great way to feel you're giving something back.
- You will be helping an organisation make a big difference to the lives of people treated as individuals.
- Develop valuable skills, knowledge, experience, and networks within the third sector.
- Work alongside a committed and varied team of Trustees, all striving to promote the Partners for Inclusion Group way of providing bespoke individual support.

Research by Getting on Board, which supports individuals to join charity Boards and helps charities recruit Trustees effectively, has found:

- 96% of Trustees said they had learned new skills.
- 84% said being a Trustee made them happier.
- 73% said it made them more confident.
- 22% received a promotion at work because of becoming a Trustee.

Commitment to Diversity and Inclusion

We welcome applications from anyone regardless of their age, experience, disability, ethnicity, heritage, sexuality, gender and socio-economic background.

Partners for Inclusion Group is committed to inclusive working practices, so during the application process we commit to:

- Paying for your travel costs to the office and back for interviews.
- Making any reasonable adjustments - for example ensuring we have BSL interpreters organised in advance if you'd like them.
- Providing this document in a Word document format upon request.
- Offering a guaranteed first stage interview with Partners for Inclusion Group for disabled candidates who meet the minimum requirements for the role.

How to Apply

If you wish to apply for this position, please supply the following:

- A completed Application Form.
- A detailed CV setting out your career history, with responsibilities and achievements.
- A covering letter, no more than 2 sides of A4 outlining your suitability, and how you meet the skills and experience for the role, as well as the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.
- Completed Diversity Monitoring Form. Your data will at no time be connected to your application.
- Please use the Trustee Skills Assessment Framework to self-assess the skills and experience you would bring and think of these when completing the Application Form.
- Details of two Referees which will be taken up if successful after Stage 1 Interview. One of which should be in a professional capacity together with a brief statement of their relationship to you and over what period of time they have known you. Referees will not be contacted without your prior consent.

Please apply at <https://partnersforinclusion.org/about-us/Trustee-recruitment/>.

If you would like to discuss this opportunity further, please contact Partners for Inclusion Group on **01563 825555** or email Pfi.reception@partnersforinclusion.org to arrange a conversation with our CEO or one of our Board members.

Selection and Interview Process

Selection will be on the basis of a full application and candidates who best meet the criteria will be shortlisted for an interview. Candidates selected for interview will be informed by email and a telephone follow up to confirm attendance.

This is a voluntary role. Successful candidates will be subject to an enhanced Disclosure check for this post.