

Bristol Hospitality Network
Easton Family Centre
Beaufort Street
Easton
Bristol
BS5 0SQ

Dear Applicant

Director (Maternity Cover)

Thank you for your enquiry regarding the above post. We are excited about the potential for BHN to develop through the involvement of the right person and are keen to explore together whether this role is a good fit for you.

Information about the post can be found in the Job Description and Person Specification - please do explore these documents to help you consider whether to apply. More general information about BHN can be found in our [latest Annual Report](#), as well as on our website www.bhn.org.uk.

Please return your application by email to recruitment@bhn.org.uk:

All recruitment information should be in the following 3 attachments. These are:

- Application form 1
- Application form 2
- Equal opportunities form

Interviews will be held week beginning 7th October at our offices in East Bristol & we will contact you to make arrangements.

If you would like to have an informal discussion about this position please contact Rachael Bee (Director) rachael@bhn.org.uk or Steve Watters (Chair of Trustees) steve@bhn.org.uk

Thank you for your interest in Bristol Hospitality Network. We look forward to receiving your application.

Yours,

Steve Watters
Chair of Trustees

BHN History, Vision and Values

In 2008, a group of volunteers from Bristol Refugee Rights started to see a rise in the number of asylum seekers sleeping rough or in need of accommodation in the city due to the policy of forced destitution of refused asylum seekers. In late 2008 the founding group met at Café Kino in Stokes Croft and decided to form the Caravanserai Hospitality Network, initially intended to be a small support group for people hosting destitute asylum seekers in their own homes. The name was later changed to Bristol Hospitality Network (BHN).

BHN extends solidarity to people seeking asylum and experiencing destitution through accommodation and creative community involvement. Our six core values are **Solidarity, Equality, Mutual Empowerment, Hospitality, Integrity and Creative Resistance**. BHN seeks an end to the destitution of asylum seekers and refugees in the UK and a greater awareness of the humanity and gift of asylum seekers and refugees in the UK media and the population as a whole.

Since the beginning, we look to create spaces where local people and those seeking safety can come together, learn from each other, and create a rich and welcoming community of people from all around the world.

Soon after the network started hosting people in local households, we received the generous offer of a large house - to be managed by BHN, which could welcome 11 people at a time. For a small community-based organisation this seemed like a big challenge, and we needed to become an incorporated registered charity in order to take up this offer, but we knew that taking on this responsibility would have an immeasurable impact on the lives of people seeking sanctuary in Bristol.

Since those initial days, the network has grown extensively, from just a few households around Bristol to over 30 people being hosted at a time across our host network and men's house. For years BHN was entirely run by volunteers and supported by generous donations from local people. In 2014 we employed our first Manager: Rachael Bee (who was a founding member of BHN) and have gradually added to our staff team ever since. We started running our Monday welcome centre in 2015 and we now welcome over 100 people a week for hot lunch, advocacy, ESOL classes, haircuts, café, solidarity fund distribution, games, music, herbalists, mental health projects and much more. We now have 8 members of staff (3.4 FTE) and are working in partnership with funders and local donors to keep providing spaces of safety and welcome to those experiencing destitution in Bristol.

The Present

We have an experienced and dedicated team of staff, as well as many very committed volunteers. Our staff manage the following projects, each of which are described in our annual report.

- Welcome Centre - Director
- HELP Team (advocacy service for destitute asylum seekers) – Penny Gray
- Host Network – Laura Chester
- BHN Men’s House Team – Laura Chester
- Volunteer Coordination – Clare Peacock
- Member Volunteer Coordination and Member leadership programme – Helen Kidan
- Moveable Feast (our Catering Social Enterprise) – Ari Cantwell
- BHN Men’s house Maintenance Management – Graham Parsons
- Solidarity Fund and travel scheme (regular payments to everyone we host, plus bus tickets – Linda Nunns (Linda is also responsible for BHN’s Office & Finance management)

We do not plan any significant changes or new projects over the coming year. Following the growth over recent years, our focus is on consolidating and enhancing our existing work.

You are very welcome to visit BHN to learn more about our work. We normally ask all interviewees to come along to lunch at our Welcome Centre on a Monday, or to visit our men’s house on Tuesday evening for dinner.

Finance

BHN is in a stable and healthy financial situation. There is a 3 year budget that enables BHN to continue all of its operations, while staying within our reserves policy. Less than 50% of our income comes from grant funders, while we have a strong base of supporters who make regular donations, enabling BHN to plan for the future. Our accounts are available online and we can share our budget summary with you.

Governance

BHN has a strong board of trustees, consisting of a mix of people who bring a fresh approach and some individuals who have been part of BHN for many years. The trustees have a diverse range of skills and the board hold regular audits to ensure that the trustees have the necessary experience and expertise to effectively support the organisation. We plan to recruit a couple more trustees this Autumn, as part of our normal board development. Trustees are elected by BHN’s members (both supporters and people seeking asylum) at our annual AGM.

BHN Strategic Summary 2018-2020

BHN regularly involves our members in reviewing the strategy and development of the organisation.

Our approach

1. We anticipate that destitution will continue to be experienced by a significant number of people in Bristol seeking asylum, and demand for BHN's services will remain broadly similar over these 3 years.
2. We continue to believe that providing housing with support is the best way to help give destitute asylum seekers the space and dignity needed to allow them to pursue their asylum claim.

Our focus

3. We plan to keep a strong focus on our core & unique expertise, which is providing support and housing to destitute asylum seekers.
4. We do not plan to expand our operations outside of Bristol
5. We want to continue to improve the quality of everything that BHN does.
6. We don't plan to widen our housing provision to other people, although we are conscious that there is a need for 'move on' housing to people recently granted refugee status and that there could be advantages to BHN offering this.

Leadership and governance

7. BHN wants to focus on empowering our members to have a strong voice in determining the direction of the organisation, and enabling them to take action through roles at every level.

Growth:

8. In general, we explicitly don't have an aim to grow as an organisation, beyond some 'organic growth'. We aim to consolidate following recent growth and don't anticipate a step change in our turnover, staffing levels & number of volunteers.
9. We aren't planning on launching new services, other than a 'members leadership internship' / 'BHN Academy'.
10. We don't anticipate huge growth in the scale of our activities, other than developing Moveable Feast

Resilience:

11. We aim to raise over 50 percent of income from regular donations, through strong relationships with supporters, in order to avoid dependence on less predictable or resilient forms of income.
12. We will maintain close working relationships with other refugee & asylum organisations in Bristol, seeking to coordinate our activities so that we do not duplicate services. We would be open to considering shared use of resources or even merger if there were clear reasons for this

We will review our impact and performance annually, including through a survey (for all stakeholders), semi-structured interviews with members, staff reviews and a board review.