



Chair of Trustees

Candidate Pack



Letter from the Chair

Dear Candidate,

Thank you for your interest in the role of Chair of Trustees for Unseen.

Unseen is a leading UK anti-slavery charity with one aim: to end slavery. We seek to do this through supporting, educating and influencing others.

We believe modern slavery is a heinous crime against those most vulnerable in our society. It is an issue that seeps into all walks of life and requires a collaborative effort to prevent it from continuing to destroy the lives of women, men and children across the UK and beyond.

Since its inception in 2008, Unseen has been leading the fight against modern slavery working with stakeholders and partners across the UK, including the UK Government, to bring forward legislation, improve survivor support and strengthen prevention activities.

Our work has never been more important. Despite the pandemic during the last twelve months, Unseen has seen a continuation of vulnerable individuals caught up in a wide range of exploitative situations including young people forced to run and sell drugs, men and women forced to work for little or no pay, and girls, boys, women and men being sexually exploited.

Working with our senior leadership team, we are looking for an inspirational and forward thinking leader who can steer a multi-disciplinary board of trustees to lead Unseen in pursuit of our goals laid out in our five-year strategy, ensuring Unseen can continue in its vital work.

As an organisation focused on equality and diversity, we welcome applications from survivors of modern slavery, those with diverse backgrounds, cultures, and religion, people of colour, and those from the LGBTQ+ community.

The deadline for applications is 8th September and interviews will take place from w/c 27th September.

Danny Morris
Chair of Trustees, Unseen

About us

Our vision

Our vision is simple: a world without slavery. Ultimately, we want to put ourselves out of business.

Our mission

To **support** potential victims and survivors of modern slavery to seek help, access services, recover, rebuild their lives and become independent, reducing the risk of re-exploitation.

To **inform** and educate others, including the public, statutory agencies, governments and corporates to understand modern slavery and how we can collaborate to make the UK intolerant to exploitation and modern slavery practises.

To **influence** policy and decision makers in the UK and overseas to protect the vulnerable and target the perpetrators.

About us

Founded in Bristol in 2007 by our CEO Andrew Wallis OBE, Unseen has over the past 14 years grown into a leading national anti-slavery charity, providing Government-funded services under the Home Office Modern Slavery Victim Care Contract and operating the 24/7 UK wide Modern Slavery & Exploitation Helpline.

Using our knowledge and expertise and coupled with our understanding of grass roots issues through the Helpline & Survivor Services, Unseen seeks to influence at the highest levels to effect change. Our goal is to raise awareness and develop an evidence base that supports that call for change.



Our Strategy

Recognising the difficulties a pandemic would create around the work of Unseen, the senior leadership team introduced a recovery plan in May 2020, which is currently in effect and will run until the end of 2021. The aim of the recovery plan is two-fold: to ensure we can maintain our existing services; and to build back strongly from the financial and operational impacts of the pandemic.

Our new five-year strategy will come into effect from January 2022, with five core strands:

Educate Others

More people know about modern slavery and the impact of their buying decisions on the lives of others. By 2027, we want to have trained and raised awareness of more than 1 million individuals.

Support services

Continue to provide helpline and direct support services that meet the needs of individuals. By 2027, we want to have answered more than 50,000 calls and contacts into the Helpline, indicating more than 20,000 potential victims.

Business Services

Support businesses to effect behaviour change, increase understanding and change practice so that fewer workers are at risk of exploitation. By 2027, we want to be reaching 20,000 businesses and partnering with more than 500.

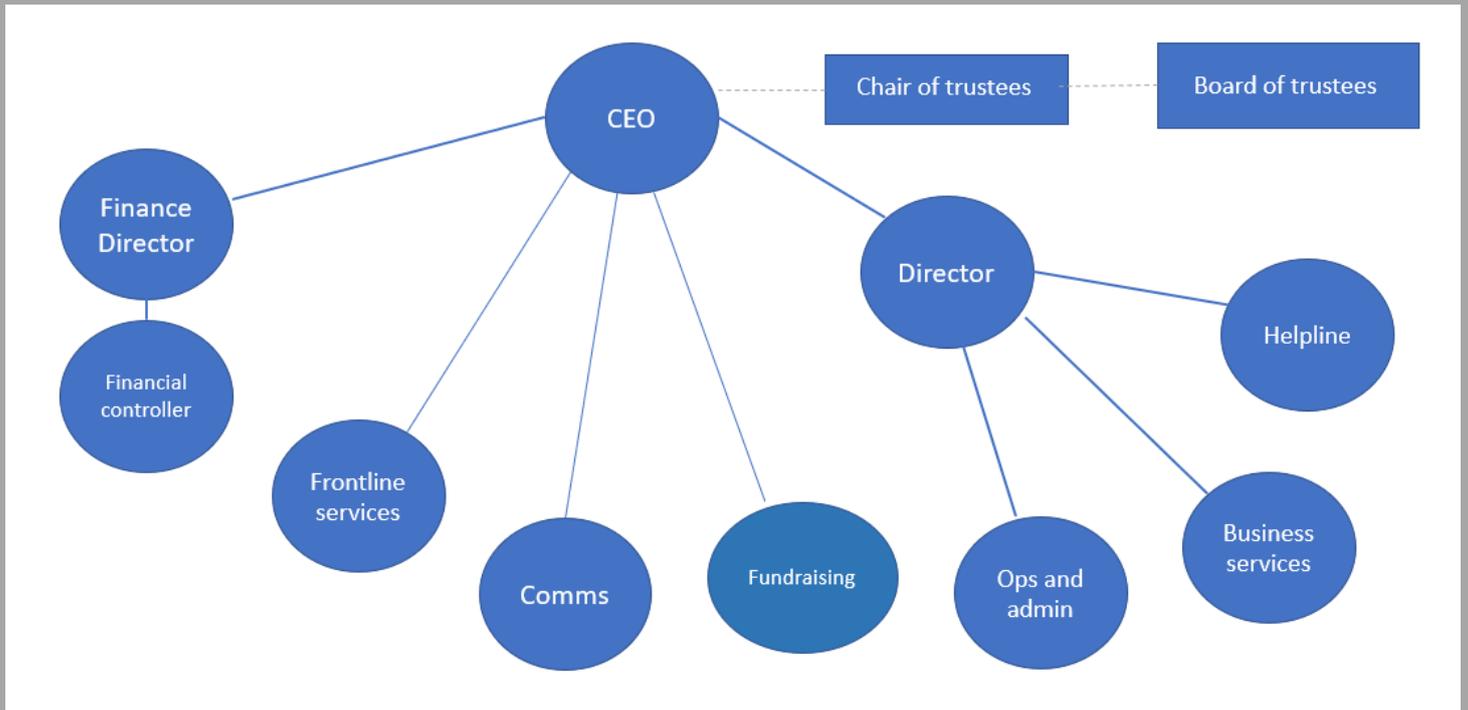
Policy development

By 2027, we aim to have in place a strengthened policy arm of the charity to influence evidence-based change, utilising data from the Helpline and our work with businesses.

Optimise Operations

To achieve all of our aims and aspirations we will optimise and streamline our internal operations to deliver quality outputs and value for money.

Our current structure



Unseen is currently considering its structure to better support our new five-year strategy and, as a result, two new Assistant Director roles will be appointed in the coming months.

Chair of Trustees

Chairing Unseen is an exciting and stimulating opportunity that we hope appeals to individuals who enjoy leading and working collaboratively with a strong team of leaders and CEO. The charity is in a good place and will offer you an opportunity to help shape it for the next few years.

This is part-time, voluntary work but as chair you will need to think and act as a co-owner.

Some of the work of chairing is event based, for example, board meetings or visiting one of our projects. Much of the work is ad hoc – giving advice, connecting with your network, following up on tasks etc. And the role of chairing also involves thinking – about strategy, tactics, financials, people dynamics and problem solving and, as such, can be done whenever and wherever you choose to give it attention.

An important element of the role is leading the board team. You'll be responsible for ensuring dynamics work well and maintaining high calibre recruitment. You will facilitate the board in its role in governance and will chair board meetings. You will draft agenda and ensure the board has what it needs to make sound decisions. You will also help to keep our mission, values and strategy in sight, so they remain alive in our work and decision-making.

As a senior leader of the charity, you will have an ambassadorial role that will mean, for example, you'll need to visit our projects and engage with our teams. You'll need to attend some staff events, business and partnership meetings.

You will work closely with the CEO, providing support and challenge. This relationship, crucial to the charity, also involves you providing a supervisory role and a crucial link between board and executive.

You also have an important role in the financial oversight of the charity. You will be a member of the Finance Committee even if you do not have a financial background (its other members do!)

In short, as Chair you will be committed to using your talents, network and drive to further develop the success of the charity.

You will also be a trustee and member of the charity and have to fulfil the legal requirements this involves.

The time commitment is not light, but neither is it necessarily onerous. The board typically meets three days per annum (usually on a Saturday) with a fourth meeting taking place on Microsoft Teams on a weeknight. You will also attend the Audit & Finance Committee four times a year. We estimate all the other work could take eight days but, other than a few meetings, much of it can be done around your day job.

Training will be made available, and you will be expected to be continually developing. The successful candidate will be voted as Chair by the trustees and the Chair remains accountable to the board.

Unseen welcomes a diverse range of applications including from both existing board members and external candidates. This is a voluntary position although expenses are reclaimable where appropriate.

Person specification

- You must share Unseen's values and be invested in the charity and its mission to eradicate Modern Slavery.
- You will also be a trustee and member of the charity. Please refer to the Charity Commission's guidance on being a trustee. In particular this means:
 - a. you are willing and able to discharge trustee duties
 - b. you successfully pass any background security checks
 - c. you are able to demonstrate why you would be a good trustee for the charity.
- You will be a good fit with the CEO who is a highly entrepreneurial individual and prominent leader in the sector.
- You are comfortable synthesising financial information but do not necessarily need experience in charity finance.
- You have experience of leading teams of leaders.
- You are someone who can create space for debate and discussion. And you know when to move the conversation on to action.
- You are someone who encourages and supports and yet are also comfortable challenging and having difficult conversations.
- You are a leader who is prepared to make difficult decisions and can engage others in the process.
- You have experience of influencing stakeholders.

- You are willing and intentional about using your network for the benefit of the charity.
- You will think and act as if you were an owner of the organisation. It means being dependable and accepting the buck stops with you regardless of whether that's always convenient!
- You will be a servant leader, working to support the success of others. You are comfortable often doing unnoticed work.
- You tease out different perspectives and the contributions of all participants in meetings. You have the confidence not to dominate meetings with your opinions but neither do you shy away from sharing your views.
- You have an appreciation of good process and governance. Knowledge of charity governance is helpful but not necessary as this can be acquired.
- You are able to articulate the edges between charity executive and non-executive roles, as well as some of the overlaps.
- You have an interest in modern slavery but are not required to be a specialist in it.
- You are willing and able to travel to meet in the Bristol, Bedfordshire and London areas.

Unseen is an equal opportunities employer. We welcome applications from all sections of the community we serve and recognise the value that diversity adds to our work and organisation. We encourage applications from BAME, disabled and LGBT people that are under-represented in our workforce, as well as people with lived experience of slavery and human trafficking.



How to apply

In order to make our recruitment process as fair as possible and to reduce bias we will be shortlisting based on your response to three questions using 'blinding' and 'chunking' processes, so please make sure that each of your responses to the questions below stands on its own merits and does not rely on information from your other responses.

1. What experiences, skills, qualities and values would you draw on in the role of Unseen's Chair of Trustees? (500 words max)
2. Describe a positive strategic development you have taken forward, outlining your contributions to this success and lessons learnt. (max 500 words)
3. Unseen works with many strategic partners can you describe where you have used your experience to influence key partners? (max 500 words)

We ask for your CV, but will only use this to provide context if you are invited to interview, it will not be used in shortlisting.

Please send your application to trusteeworks@reachvolunteering.org.uk

Deadline for applications is 8th September at 5 pm.
Successful applicants will be invited to interview in w/c 27th September.



**WORKING TOWARDS
A WORLD WITHOUT
MODERN SLAVERY**