



Chairperson – Board of Trustees

Dear Applicant,

Thank you for your interest in joining Ditch the Label's Board of Trustees. This pack includes the following:
More information about Ditch the Label ('DTL') and the work that we do.

- The roles and responsibilities of a trustee
- Duties and key responsibilities
- Qualities, skills and experience
- Remuneration and expenses
- Eligibility

Please email your CV with a covering letter to Sue@DitchtheLabel.org or post for the attention of Sue Jones to Ovest House, 3rd Floor, 58 West Street, Brighton, BN1 2RA.

Our recruitment procedure is as follows:

- Stage 1: Written expression of interest;
- Stage 2: Initial interview with Chief Executive Officer ('CEO');
- Stage 3: Proxy vote, Board of Trustees;
- Stage 4: Final meeting with CEO and a member of the Trustee Board;
- Stage 5: DBS and reference checks;

We aim to respond to applicants within 7 working days - we look forward to hearing from you..

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Liam Hackett', with a horizontal line underneath.

Dr. Liam Hackett
Global Chief Executive Officer



Chairperson – Board of Trustees

About Ditch the Label and Our Work

We're here to empower young people aged 12-25, helping them to overcome some of the issues affecting them the most. Whether it's bullying, mental health, identity or relationships – we're here to provide pioneering support. Throughout 2019, over 3.6 million people accessed Ditch the Label support resources globally.

Launched in the UK in 2012, Ditch the Label has quickly become one of the most recognised youth charities in the world with an estimated reach of over 250 million people worldwide. Our award winning work not only supports young people directly but also goes on to help parents/guardians, educators, policy makers and other safeguarding professionals.

How we create impact

SUPPORT: Providing direct advice and support to thousands of young people each week through the Ditch the Label website and owned platforms. We provide crucial support around issues such as (but not limited to) bullying, abuse, coming out, mental health/wellbeing, self-esteem and relationships. Additionally, we work online, through partnerships with social networks to remove abusive content.

RESEARCH: Working in collaboration with education establishments, social networks and other organisations as a means of producing new, innovative research surrounding some of the biggest challenges for young people to uncover hidden insights which leads and informs our support programmes.

CAMPAIGNS: Utilising the power of the media and innovative content to generate societal shifts in attitudes and behaviours with our public facing campaigns.

EDUCATION: We produce complete and downloadable high-quality educational resources for teachers in order to support and aid the delivery of PSHE lessons within schools and further, to reach youth in offline environments to challenge subjects such as bullying, gender stereotypes, body image, mental health and digital literacy.

POLICY: Working to positively influence education and policy across government to bring us closer to improving the experiences of young people.

The span of our work is constantly changing in line with the growth of our organisation and we are seeking a chairperson with passion, drive and genuine enthusiasm to be part of our growth.



Chairperson – Board of Trustees

Roles and Responsibilities of Trustees

The role of the Ditch the Label trustees is to oversee the organisation and provide overall policy direction to achieve its aims in the most efficient and effective manner, consistent with the organisation's values and approach.

The role of Chairperson

The objectives of the Chair of the Board of Trustees is defined as:

- To oversee development and delivery of the charitable aims through the strategic plan, as agreed by the Board
- To provide leadership to the charity in partnership with the CEO and the Board of Trustees

Duties and key responsibilities

- To attend and Chair the Board of Trustees meetings, in particular by:
 - Ensuring that the Board makes clear decisions on strategy, policy, financial stewardship and risk exposure
 - Ensuring implementation of decisions is clearly assigned and monitored
 - Planning the annual cycle of meetings with the Company Secretary
- To monitor the performance of the Board, its members and the CEO
- To appraise the CEO
- To ensure that members are properly inducted and supported
- To chair any AGM or Extraordinary General Meeting of members
- In the event of an equal vote on a resolution before the Board of Trustees the Chair shall have a second casting vote

Qualities, skills and experience

In addition to their statutory duties, each trustee should use any specific skills, knowledge, valuable insight or experience they have to help the board reach sound decisions. These may involve scrutinising board and sub-committee papers, preparing reports, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the trustee has special expertise.

Further, a trustee:

- Must have a genuine desire to combat the issues that our beneficiaries face
- Will commit time to studying papers, preparing for and attending meetings, following up on specific tasks with other trustees, liaising with the CEO or other staff at the CEO's request
- Be an advocate for Ditch the Label and its work
- Will conduct themselves in a manner that enhances the reputation of the organisation and safeguards the good name and values of the charity
- Will declare any interests that may be in conflict with the aims, aspirations and activities of Ditch the Label
- Will support the CEO and the organisation to ensure the aims are being met appropriately and effectively
- Will be familiar with, and keep under regular review the policies of Ditch the Label
- Will bring comprehensive experience to the role of Chairperson



Chairperson – Board of Trustees

Remuneration and expenses

The Chair, Treasurer and non-executive Trustees will receive no remuneration from the charity. Legitimate expenses incurred by any Trustee may be reclaimed subject to the approval of the CEO.

Eligibility

You must be at least 16 years old to be a charity trustee for Ditch the Label Ltd.

Some people are disqualified by law from acting as charity trustees and it is normally an offence to act as a trustee while disqualified unless the commission has given a waiver. Subject to waiver provisions, all trustees are required to sign a declaration to confirm they are not disqualified.

An enhanced Disclosure and Barring Service (DBS) check will be required before any appointment is formalised.

Meetings:

Face to face board meetings are usually held 4 times a year in London. Other meetings may be held by conference call. Please note that due to the current restrictions around COVID-19, there are no face to face meetings and they are all held either via telephone or video call.

What you will bring to the role:

We are looking for a highly credible senior leader who will bring significant leadership experience of both executive and non-executive teams and oversight to the role to a fast-growing and innovative organisation, and enjoys an ambassadorial role to represent our work and the beneficiaries we support.

Experience of serving on boards will be an advantage along with the ability to lead a high performing board and support new Trustees. You will bring personal gravitas and offer strong networking capabilities to benefit the work of the charity and the ability and drive to support and enhance the fundraising efforts of the charity.

- You will be committed to supporting the CEO in his demanding role and act as a sounding board.
- The ability to ensure the smooth running of board meetings and the promotion of good governance
- You will be committed to delivering meaningful outcomes for Ditch the Label's beneficiaries.

It is also part of the Chairperson's role to make sure that the board of charity trustees is operating as effectively as possible. This may involve leading on recruitment of suitable new charity trustees, the induction of new charity trustees, following up with charity trustees on items or actions outstanding throughout the year and encouraging dialogue and participation from trustees.

You will have the time to devote to charity business and the necessary preparation required to ensure that board meetings are as effective as possible.

Ditch the Label is committed to achieving greater diversity in its board, and welcomes all applicants regardless of sex, gender, race, age, sexuality, belief, disability or any other unique factor or characteristic.