



SHP Board Chair Role Description and Person Specification

SHP are seeking a passionate and committed Chair to lead our Board of Trustees, providing collaborative leadership alongside a strategic and creative mindset to enable SHP to achieve its mission.

Location: Must be UK based. Meetings are held in King's Cross, London.

Term: The expectation is that the Chair will serve for at least a three-year term.

Remuneration: Voluntary position but reasonable expenses will be paid (in line with SHP policy).

Chair Role Description

The Chair of the Board has the following role:

1. Lead the Board in setting and monitoring implementation of medium and long term strategies for: (a) the provision of transformative services to vulnerable and socially excluded people; (b) in a financially sustainable and adequately funded way.
2. Chair Board meetings which facilitate timely but effective strategic discussion and decision making, ensuring all Board members can express their views.
3. Have a constructive working relationship with the Chief Executive, providing support and challenge where appropriate, and helping him/her realise the organisation's strategy.
4. Setting the tone for a constructive relationship between the Board and the Executive Management Team.

5. Lead the Board in ensuring effective governance and monitoring/appraising the performance of: (a) the Board, including annual appraisals for Board Members; (b) the Quality and Finance Sub-Committees; and (c) the Chief Executive.
6. Ensure the Board delegates sufficient authority to its Sub-Committees, the Chair, the Chief Executive and others to enable the business of the organisation to be carried out effectively between Board meetings.
7. Act as a passionate and persuasive advocate and ambassador for the organisation.

In addition, as a member of the board of trustees, the Chair has the responsibilities and duties of a trustee as outlined in the separate Trustee role description.

Chair Person Specification

Essential experience:

1. Previous or current experience of a leadership role of substance in a regional or national organisation.
2. Experience of acting as a trustee of a charity.
3. Experience of effectively chairing meetings, ideally as chair of a board or committee.
4. Experience of leading development of organisational strategy on service provision and financial performance.
5. Experience of acting as a credible ambassador/representative of an organisation.
6. Experience of successfully driving financial sustainability.

Desirable experience:

1. Experience of the types of service SHP provides.
2. Experience of driving strategic consideration of income growth and diversification of funding for an organisation.
3. Experience of leading on promoting robust, modern and effective governance.

Key skills and qualities:

1. A commitment to SHP's work including the prevention of homelessness and delivery of housing related support services.
2. Compelling communication and interpersonal skills.
3. Analytical skills, including the ability to consider the strategic significance of opportunities and risks.
4. Strategic financial competency and commercial mindset.
5. Ability to provide effective challenge whilst being respectful of roles, views and feelings of others.

6. Integrity.
7. A commitment to equality and diversity.
8. Understanding of the legal duties and responsibilities of trusteeship and directorship.
9. A commitment to continuing professional development in relation to the role, responsibilities and expertise of a Trustee and Non-executive Director.

Time Commitment

The expected time commitment is about 1-2 days a month, which includes:

- Regularly touching base with the organisation between meetings, and regular meetings with the Chief Executive.
- Chairing Board meetings (these are currently 6 times a year and are held in the evening).
- Undertaking an advocacy and ambassadorial role.
- Visiting services and meeting clients and staff

SHP's commitment to you

In return for your commitment and support SHP will:

- Provide a thorough and appropriate induction to the role and organisation.
- Ensure a handover with the current Chair.
- Provide regular support and training to enable you to deliver in this role.
- Inspire you through sharing the impact of our work through data and storytelling.
- Provide opportunities for you to learn more about our work, meet our teams and the people we support.
- Recognise and value your support both internally and externally.