

Dear potential applicant,

Thank you very much for your interest in becoming a trustee with **nia**.

This is a very exciting time for **nia** as we look to increase and diversify our board. We have a voluntary Board of Trustees who have the ultimate responsibility for directing **nia** and ensuring that the organisation is well run. Our trustees include women with a wide range of skills and include women who have experienced gender-based violence and ex-service users of **nia**.

This application pack includes

- Information for applicants
- About **nia**

If you are interested in applying, please download a trustee application form from our website.

Please complete the application form in full. Please do not include any additional documentation such as Curriculum Vitae, as the Organisation requires candidate's information to be in a standard form on its own application form.

Your completed application form should be returned marked 'application form and the title of the post (s) that you have applied for ' via email to [administrator@niaendingviolence.org.uk](mailto:administrator@niaendingviolence.org.uk) or by post in a sealed envelope marked "Private & Confidential" to Rachel Evans, **nia** (Recruitment), PO Box 58203, London, N1 3XP by the closing date. Any late applications will not be accepted.

Yours faithfully,

**Karen Ingala Smith**  
Chief Executive





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to end violence against women and children

**nia has been delivering services to women and children who have experienced domestic and sexual violence for over 40 years.**

The organisation has three main aims, which are to provide services for women, children and young people who have experienced male violence, working to end male violence against women and girls, and to inform and influence policy and public awareness. We achieve these aims by

- providing high quality services for women, girls and children who have experienced or are at risk of male violence,
- increasing awareness of violence against women, girls and children and developing services, contributing to research, debate and policy initiatives to prevent it,
- challenging inequality and discrimination and celebrating diversity,
- empowering and supporting women and children, and
- increasing and developing the effectiveness of resources through partnership, collaboration and multi-agency action.

Presently, **nia** is delivering a range of services across London, primarily in the East and North of the city, the majority of which are delivered primarily in an outreach capacity. Our services are continually evolving in order to respond to the needs of marginalised groups and those who experience multiple disadvantage, they currently include:

- **East London Rape Crisis** - for women and girls who have experienced any form of sexual violence -including rape, sexual assault and child sexual abuse - regardless of when it occurred, who it was perpetrated by and whether or not it was reported to the police.
- **The Emma Project** - a pioneering service for women who are escaping domestic and sexual violence and who use substances problematically; more than a third of the women who have lived in the refuge have also been exploited through prostitution. The women who enter the project have frequently been excluded from and/or refused access to other types of refuge provision.
- **Daria House** - a refuge for women who have been sexually exploited, with a particular focus on supporting women who been exploited through involvement in prostitution. We offer non-judgemental support, information and advocacy. We help women to access housing and welfare benefits, legal advice, healthcare, drug and alcohol services and other specialist services for women in prostitution.



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- **Independent Domestic Violence Advocacy (IDVA) Services** - We currently operate three different IDVA services in Haringey, Hackney and Newham where outreach workers support women who have been identified by the MARAC as being at high risk of serious domestic violence and homicide. The Hackney and Haringey services are double accredited holding SafeLives Leading Light status and the Advice Quality Standard for casework with women.
- **IRIS** - a GP training programme and advocacy support to improve the health care responses to domestic violence and abuse. **nia** delivers IRIS in Hackney and Haringey
- **The Huggett Women's Centre** run in partnership with DABD and BDCVS in Dagenham for women and girls.

**nia** is part of ASCENT, which is a partnership of 22 specialist organisations within the London Violence Against Women and Girls (VAWG) Consortium, delivering a range of services for survivors of domestic and sexual violence.

### Training and Groupwork

We can provide training and groupwork to agencies, professionals, women's groups and young women.

Areas we specialise in include

- Sexual violence
- Improving healthcare responses to domestic violence and abuse
- Substance use and violence against women
- Prostitution and sexual exploitation
- Working with young women
- Feminist approaches to men's violence against women and girls

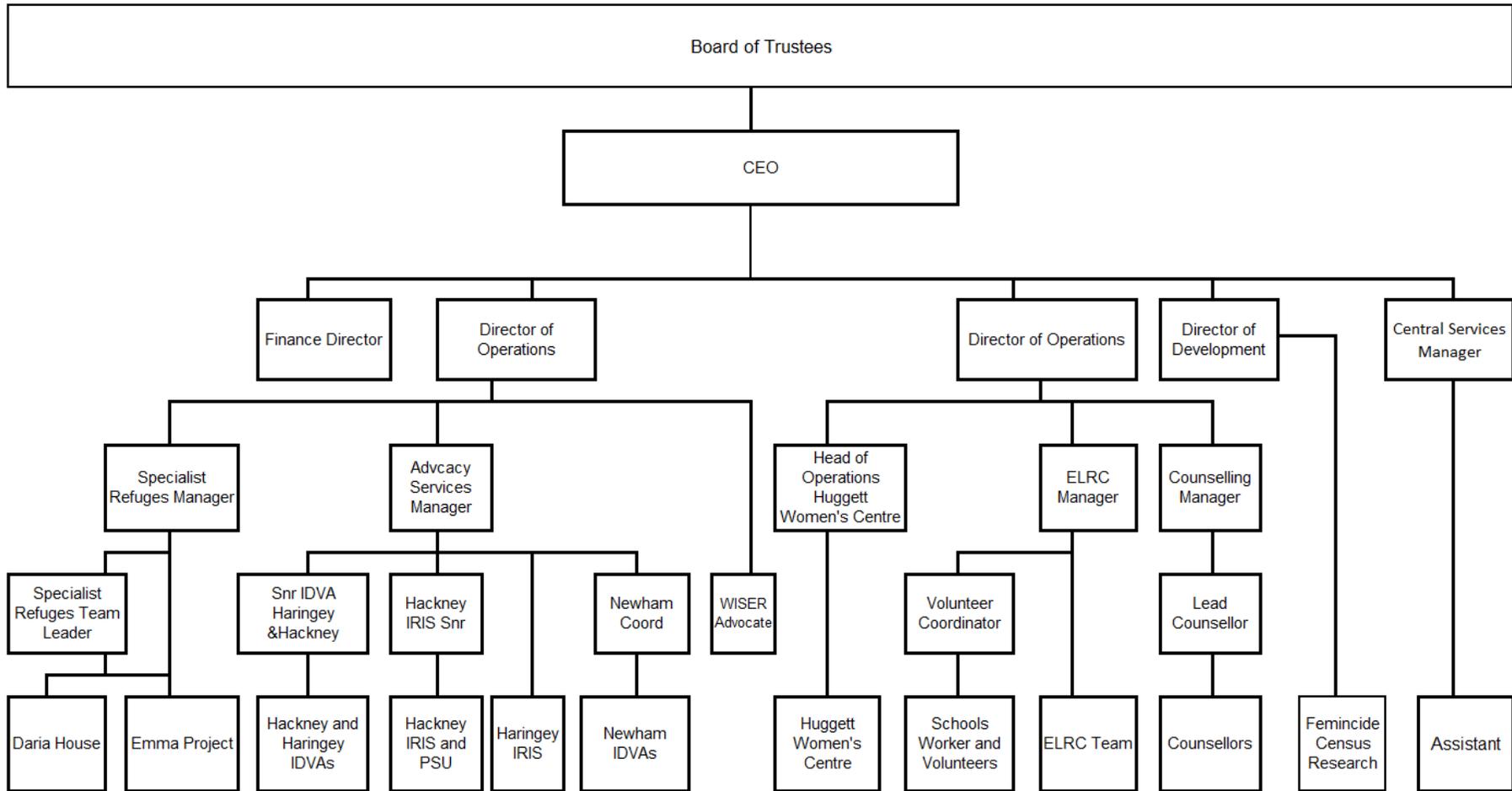
Registered Charity Number 1037072

Registered Company Number 02673624



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### nia Structure November 2018





## Advert

**nia**, the charity for women and girls escaping male violence, is looking for new members to join our board of trustees.

For more than 40 years, **nia** has provided high quality, women-led services across north and east London. We operate two refuges, run the East London Rape Crisis helpline, and offer independent advocacy for victims of domestic and sexual violence to guide them through the courts.

Board members help set the organisation's strategic goals, and provide support and oversight to the CEO and senior staff. They advise on fundraising, financial management, media relations and communication, and sit on interview panels when **nia** is hiring new staff. Trustees are expected to attend four board meetings a year, and may also work on individual projects or in working groups.

Our trustees work on a voluntary basis and are not expected to contribute financially to the organisation – all we want is your time.

The role of the trustee is to govern the organisation, provide leadership and overall direction; to ensure the organisation has a clear vision and aims and effective strategies to achieve these; and to ensure compliance with all relevant legislation.

We would like to develop the skills on the board of trustees and ensure that trustees are representative of the diverse communities that we service so we're particularly looking for feminists who have accountancy qualifications, and/or women who have been subjected to men's violence, Black and minoritised women, lesbians, disabled women and young women, but please don't be put off if you don't fall in to any of these categories.

To apply, please visit our website [www.niaendingviolence.org.uk](http://www.niaendingviolence.org.uk) and download a Trustee profile and application pack. CV's will **not** be accepted. Applications can be returned via email to:

[administrator@niaendingviolence.org.uk](mailto:administrator@niaendingviolence.org.uk) or by post in a sealed envelope marked "Private & Confidential" to Rachel Evans, **nia**, P.O Box 58203, London, N1 3XP.

**Closing Date:** **10am, 7 January 2019**

If you have any questions, or would like to talk informally to someone about joining the Board, please contact Rachel Evans, Central Services Manager at: [revans@niaendingviolence.org.uk](mailto:revans@niaendingviolence.org.uk)

**As part of the recruitment process** an enhanced vetting and barring, check will be carried out, but this does not necessarily exclude applicants, and open to women only. Genuine Occupational Requirement (GOR), Schedule 9 (Work; Exceptions), Part 1 (Occupational Requirements), of the Equality Act (2010) applies

## **Trustee Board Member Role Description**

### **Aims of the Position:**

To oversee the effective and efficient operation and development of **nia** in order to work towards ending violence against women and children

### **ROLE OF THE BOARD OF TRUSTEES**

- a) Govern the organisation and provide leadership and overall direction
- b) Ensure the organisation has a clear, shared vision and aims and effective strategies to achieve these

### **MAJOR TASKS**

- a) With other trustees to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice, maximum effectiveness and value for money
- b) To take part in formulating and regularly reviewing the aims and strategies of the organisation
- c) To ensure that the charity meets its obligations as an employer, adopting best practice at all times
- d) To ensure that sufficient funds are available in order to maintain the service to users

### **MAIN DUTIES**

1. Ensuring that **nia** is carrying out its purposes for the benefit of women and children subjected to men's violence:
  - Formulating strategic aims
  - Setting and reflecting **nia**'s vision, principles, values, strategy and major policies
2. Ensuring that **nia** complies with its governing document and the law:
  - Ensuring compliance with Memorandum & Articles of Association, charity and company law and other relevant legislation and best practice
3. Acting in **nia**'s best interests, including:
  - Recognising and dealing with conflicts of interests
  - Making balanced and informed decisions#
  - Being prepared to question and challenge
  - Making decisions collectively and accepting majority decisions



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4. Managing **nia**'s resources responsibly:

- Managing risks to **nia**, protecting its assets, reputation and service users, staff, stakeholders and the public appropriately
- Ensuring **nia** has the resources that it needs
- Making sure those involved with **nia** follow the appropriate policies and procedures
- Being responsible for and towards staff and services users, acting fairly and in accordance with good employment and equal opportunities principles in making decisions affecting the appointment, recruitment, professional development, appraisal, remuneration and discipline of all staff
- Approving budgets and annual accounts and monitoring the financial position of the organisation.

5. Acting with reasonable care and skill:

- Using skills and experience to guide decision making
- Taking specialist advice where needs
- Making sure that trustees are given the information needed to make decisions and take responsibility for the charity
- Attending meetings of the trustees and any committees, sub-committees or groups and taking part in training sessions provided for the benefit of the trustees
- Being prepared to take action in the event that something goes wrong.

6. Ensuring that **nia** is accountable:

- Making sure that **nia** meets legal accounting and reporting requirements
- Demonstrating that **nia** operates within the law and is effective
- Being accountable to those with an interest in **nia**
- Ensuring that staff, volunteers and board are held accountable.

In carrying out the duties of all trustees, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This will involve scrutinising board papers, contributing to discussions, focusing on key issues, and providing advice and guidance on issues relevant to the area of the organisation's work in which the trustee has special expertise.