



SPARK^{*}
SOMERSET
Inspiring communities

Become a Trustee

Help make great things happen

sparksomerset.org.uk



What's inside?

- * Introduction
- * Who we are
- * What we do
- * Our impact
- * Our values
- * Our organisation
- * What we can offer
- * Testimonials
- * Applying



A word from our Chair, Grahame

Thanks so much for your interest in joining us as a Trustee at Spark Somerset.

Our dedicated Trustees lead the charity to ensure that it both meets our charitable aims and that the voluntary sector in Somerset continues to thrive thanks to the efforts of our team. You will be joining a charity that has evolved considerably over recent years in response to the often-challenging times we face; where its leadership proves invaluable for many organisations, including those close to the health and social care sector.

Led by our dynamic Chief Executive, Katherine, we foster a "can do" culture to ensure that organisations who seek our help get the most positive, professional and creative response. Voluntary and community sector organisations may find they need help to secure funding, work with regulatory bodies, recruit trustees or comply with statutory regulations. They may also need assistance to look outside of their own patch to learn from others. You will find that there is a wide range of work underway to help facilitate this, some of which might especially interest you as you consider becoming a Trustee.



We hope that you will bring the voice of your local community to the Board table and widen our understanding at every encounter. Whilst our development will often depend on the amount of funding available from the statutory sector and others, we are sure that the range of opportunities we generate will keep you interested, rewarded and engaged.

Grahame Paine

Grahame Paine
Chair of Trustees, Spark Somerset

We're on a mission to help change lives and build Somerset communities that are healthy and resilient.

We do this by supporting and championing voluntary and community organisations, as well as providing a range of services, training and advice.

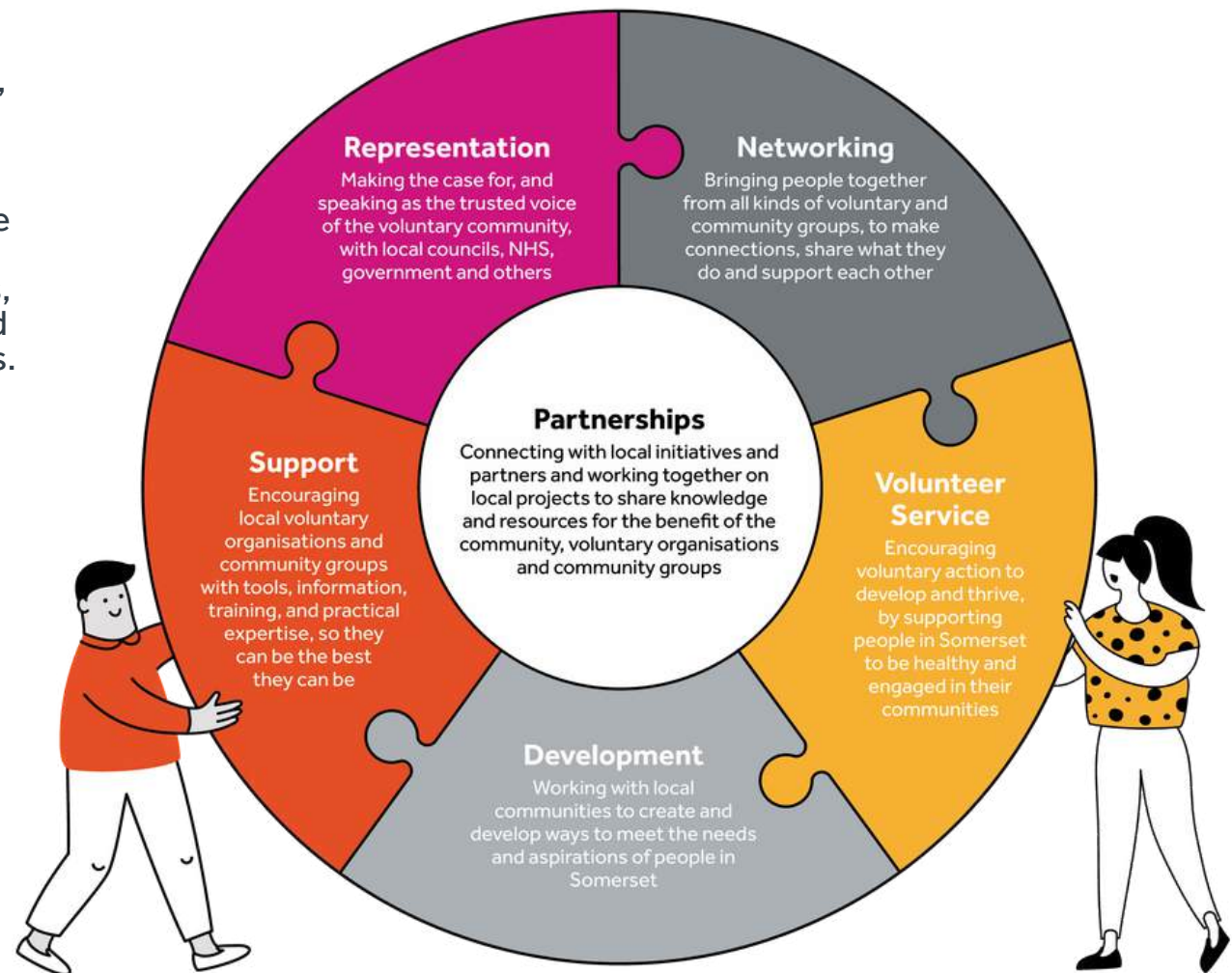
Pivotal to our success in this mission, is our exceptional Board of Trustees. We are currently looking for new trustees to join our Board who are passionate, enthusiastic and share our vision of making great things happen for their communities.

We believe our Board should reflect the diversity of the communities we support and would welcome applications from those involved with the organisations we work with, as well as individuals who share our vision and passion for making a positive impact in Somerset.

Whilst previous experience of trusteeship is helpful, it's not essential – if you understand the value of the local voluntary, community, faith and social enterprise (VCFSE) sector and are looking to make a difference in your community for your next big challenge, then we would love to hear from you.

What we do

These are the core activities of our organisation. We work to deliver them every day, whether that's through hosting training and networking events, providing 1:1 support to groups, publishing our monthly newsletter, or matching people with causes that matter to them. No matter what role we play, from marketing to finance, community development to operations, we are all part of one team that is united and driven by the same values and goals.



Our impact

Spark Somerset's work is only made possible by our staff and Trustees working collaboratively with groups in the county.

Here is a snapshot of the things we have achieved by working together in the past 12 months



Our values

Our team is driven by our values. They are the ideas and beliefs that unite and motivate us and that we aspire to embody through our work.

We are collaborative

We help build strong partnerships, support effective connections and share knowledge to achieve the greatest impact in our communities.

We are empowering

We value the wisdom in communities and take pride in sharing our collective knowledge and experience to encourage and enable others to develop the skills and confidence they need.

We have integrity

We strive to build trusting relationships with the voluntary, and community sector so that we can advocate on their behalf, positively contributing to decisions, and ensuring that it is heard and valued as an equal partner.

We are responsive

We proactively seek opportunities to learn, take time to listen, find creative solutions and adapt so that we, and those we support, can make a real difference to people in need.

We are inclusive

We are approachable, friendly and open. We look to the future and explore new ways of doing things, with inclusivity and equity at our core.



Our organisation

Spark Somerset are involved with a range of work for the voluntary, community, faith and social enterprise (VCFSE) sector in Somerset, from helping a group to get started, to offering support and training, and helping communities to thrive. Our trustees' expertise and experience is wide and varied, and provides us with valuable insight across all areas of the charity as we continue our work to strengthen the sector.



Community development & volunteering

Our Development Managers work directly with Somerset groups and organisations, offering **guidance on governance, networking and learning opportunities, funding support, and help with volunteer management**. Trustees with experience of running a group or managing volunteers can provide insight into how this may be developed.

VCSE public sector and partnerships

Spark Somerset works in partnership with **statutory organisations such as the NHS and local authority**, acting as a bridge between them and the wider VCFSE sector. Perhaps you have experience of working with these bodies and can provide first-hand insight on how to build these partnerships?

Projects

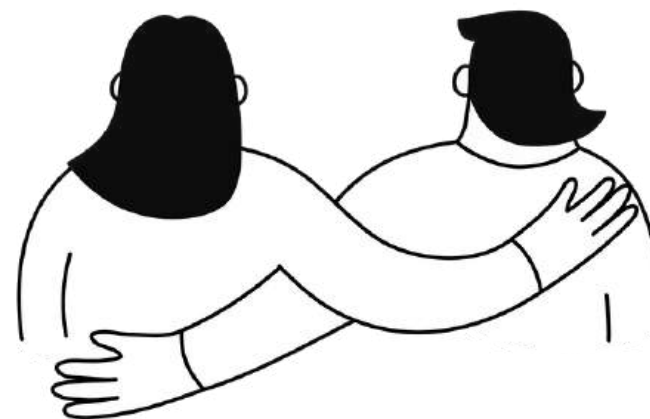
The charity works on a **variety of projects** that include working with communities to make mental health services accessible, and helping to end digital exclusion. We welcome input from **trustees with an interest in these areas** who can help provide direction or suggest other projects that will help our communities to thrive.

Operations and finance

The operations and finance team ensure that all aspects of the **day-to-day functions of the charity** run smoothly, **creating and implementing policies and procedures**. Trustees have input on what these policies are, and how to put them into practice.

Communications and marketing

Our communications and marketing team are responsible for sharing Spark Somerset's messaging with groups and organisations through our **website, newsletters, social media, and printed materials**. Trustees can help shape this activity and offer professional expertise on how best to communicate.



What we can offer

Flexibility

Our trustee roles are flexible and home-based, providing advice and guidance on an ad-hoc basis.

Trustees should also be able to commit to at least five days per year for quarterly, 2.5 hour Board meetings, which we currently alternate between virtual and in-person, and an annual team away day.

Skill development

As a Trustee, you will be involved in making strategic decisions about the direction of Spark Somerset and how our charitable purposes will be carried out.

You'll gain great insight into what's involved in the management of a charity and have the opportunity to develop your professional and leadership skills.

Reimbursement of expenses

Your time is valuable to us, and we appreciate that although this is a volunteer role, costs will be incurred through travel to meetings.

We will cover these costs in order to enable your continued involvement with the charity.

What do our Trustees say about volunteering with Spark Somerset?



**Emily Taylor,
Vice Chair**

"It is such a pleasure to be a Trustee of an organisation that is so proactive and passionate. Having the opportunity to volunteer alongside people who share my commitment to a strong and vibrant voluntary sector is great - I love being part of something so positive."



**Tory Offord,
Treasurer**

"Spark Somerset is truly collaborative; everyone's voice is equal and heard. Whether it's a tough conversation or celebration there is an embraced equity in what Staff, service user or Trustee can bring to the table to help deliver the best outcome possible."



Stephen Woollett

"Being a Trustee of Spark Somerset is a real pleasure – not least because staff and trustees work together as a genuine team with shared ambitions and values."



Melanie Merrill

"I not only get to contribute to a cause that matters to me personally, but I also get the opportunity to shape the strategic direction of a fantastic Somerset organisation that enables local organisations to flourish. I have also connected with some amazing like minded people along the way!"



Debra Drew

"In my time as a Trustee so far, it's been a pleasure to see the commitment and positive input Trustees bring to the table in terms of supporting Spark Somerset's invaluable work and positioning within the VSCE sector. I look forward to learning and contributing more!"

Applying to be a Trustee



This recruitment pack will be accompanied by a **Trustee role description**, which outlines the duties and responsibilities of the role, our expectations, and the skills and experience we are looking for.

Equally important, however, is a commitment to our core values and aims. If you're unsure about your suitability for the role, but feel you have something to bring to our organisation, we encourage you to contact us for an informal chat. You'll find details of who to speak to in the role description.

Diversity in our people brings new viewpoints; driving debate, encouraging creativity, and helping us to engage with new audiences to achieve the greatest impact in our communities. As such, we encourage applications from people who belong to communities which are currently under-represented.

As part of your application, you will also be asked to complete a Trustee Declaration of Eligibility Form to confirm you are eligible to become a Trustee.

Once you have sent us your application, you will receive acknowledgement from our team. A member of our board will then be in touch to arrange an initial interview, which can be in-person or online. If successful, you will be invited to meet Spark Somerset's Senior Leadership Team to further establish your fit within the organisation. You will then be invited to attend a Board Meeting to give you first hand experience of the role and help you decide whether it's right for you.



SPARK^{*}
SOMERSET
Inspiring communities

Units 3 & 4, The Courtyard
Bowdens Farm
Hambridge
TA10 0BP

Tel: 01458 550973
recruitment@sparksomerset.org.uk



@sparksomerset
sparksomerset.org.uk