

**VisionPK Charity Trustee / Board Director**

**Information & Background**

**Role purpose:**

To further the work of VisionPK by playing an active part in strategy formulation; overseeing the meeting of organisational goals and strategy within the organisation’s legal and financial framework. Trustees also have overall responsibility for compliance with Health and Safety and Data Protection legislation / requirements and oversight of VisionPK’s policies.

**Role requirements:**

* To assist with the development and regular review of the strategic aims of the organisation
* Work with other Charity Trustees / Directors, to ensure that the policy, procedures and practices of the organisation are in keeping with its aims.
* Work with other Charity Trustees / Directors, to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice in all areas of operation
* To participate in strategic planning activities by bringing ideas/ expertise to the work of the Board
* To ensure that all financial controls and systems of risk management are robust
* To maintain an overview of Health and Safety and Data Protection compliance
* To monitor and review the quality and operational outcomes of work undertaken
* To give freely of their knowledge and experience of their own area of expertise as appropriate
* To attend Board meetings and reflect the Board’s policies and concerns on all its committees, sub-committees and groups
* To maintain good relations with VisionPK staff and provide support as required in liaison with the Chief Executive
* To take part in training and planning sessions as required
* To fulfil other such duties and assignments as may be required from time to time by the Board.

**Background**

VisionPK, has been offering support to blind and partially sighted people in Perth and Kinross since 1866. Five years ago, we extended our work to include people who are d/Deaf, or hard of hearing. Until this year, we did this in partnership with Action on Hearing Loss Scotland but have now taken this on directly ourselves.

VisionPK is a small organisation, with 10 staff and 20 volunteers. We plan to move from our current premises in July this year and entering an exciting phase of our journey, seeking Trustees / Directors who can help us achieve our goals.

**Our Aim and Activities**

VisionPK’s wants to be the first contact for people with sight and hearing loss living in Perth and Kinross. We offer a range of funded and charitable services, focused on early intervention and increasing independence. Our work includes assessment and rehabilitation; emotional and practical support; raising awareness of sensory loss; information and advice, social activities, low vision assessment and specialist equipment provision. We work mainly with adults and older people, as well some children and young people. Partnerships are important to us - our staff and volunteer team deliver services with a range of volunteers, local and national partners.

**Our Vision**

To have an inclusive and supportive community across Perth and Kinross where people with sight and hearing loss can fully participate and enjoy a high quality of life.

**Recent History and Future Plans**

During the last few years, VisionPK’s Board have worked closely with the Chief Executive to ensure a quality service, which led to them winning their current contract for sensory impairment services with Perth and Kinross Council. In parallel, they recognised the challenges that the public and voluntary sectors faced, including financial constraints. The Board therefore invested in a review of VisionPK’s position, with a particular focus on finance.

**Strategic Priorities**

We have identified six strategic aims to provide focus and direction for the next three years – 2024-2027

**Strategic Aim 1**: To create a positive and supportive work environment that fosters employee satisfaction, engagement, and well-being. To ensure that our staff and volunteers are committed to our vision and their work and approach reflect our values.

**Strategic Aim 2:** To promote independence for people with sight and hearing loss. Ensuring our services are person centred and inclusive.

**Strategic Aim 3:** To increase awareness of VisionPK across Perth and Kinross.

 **Strategic Aim 4:** To improve VisionPK’s financial sustainability over the next three years, with a view to fully covering operational costs by year three.

 **Strategic Aim 5:** To ensure that our systems and processes are robust and up to date and we have an evidence-based approach to monitor and evaluate our work and impact.

**Strategic Aim 6:** To engage with communities across Perth and Kinross to grow services and support for people with sight and hearing loss that are accessible, inclusive and sustainable.

In keeping with our plans, and in line with running an effective organisation, we are seeking Trustees with knowledge, skills and experience in the following areas:

* Finance
* Media/PR / Marketing
* Digital / Technology
* Legal
* Fundraising
* Health and Social Care

**Time Commitment**

VisionPK’s Board meets for 2-2.5 hours around six times per year; a Finance and General Purposes Committee, made up of some Board members, usually meet a few weeks before the Board. Our AGM is held annually; occasional short-term working groups may run; training and development sessions are also offered to Trustees. VisionPK encourages its Trustees to participate in these sessions. A detailed induction is held, to familiarise Trustees with the role responsibilities, our work and policies.

**What next?**

If you are interested in joining us on our journey, please contact **Kate Charles, Chief Executive, in the first instance on 01738 626969, or email her at kate.charles@visionpk.org.uk**.

Thank you for interest, we look forward to hearing from you!