

The Othona Community

Othona Community Trustees linked to the Essex Centre.

CM07PN

The Othona Community is looking for Trustees/Directors linked to the Centre in Essex. to act as both Trustees to the Othona Trust and the Directors of the Othona Community Company.

Time commitment: 2 trustee weekends / year. Zoom: AGM + 4 evening meetings. One Committee day at Bradwell, plus 3 Zoom or onsite. Line Manager: monthly + guidance

Where

Bradwell on Sea, CM07PN

Mainly at home

Travel limit? 100 mile radius preferable. If interested in the Chair/Line Manager post, more local is desirable.

Time commitment

Either in or out of office hours

Estimate of time needed:

0-3 hours / week or 3-7 hours / week

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What will you be doing?

Othona Trustees work as a team on behalf of the whole Community, with a number designated to each Centre having the support of Central specialist trustees.

Othona's two Centres, West Dorset and Bradwell-on-Sea Essex, Centres offer the experience of inclusive community through Work, Worship, Study and Play together. We pursue a vision of openness and inclusion that is founded in Christian spirituality, and welcoming of people of all faiths and none. As a Trustee you would uphold and contribute to this outlook on life.

You would act as both Trustee to the Othona Trust which holds the assets, and the Director of the Othona Community Company that runs the operation of the two Centres: both Trust and Company are registered charities.

Bradwell-on-Sea, Essex seeks two additional trustees to form a vital link between the Trustee body and the Centre Management Committee, an active team of committed volunteers. Your understanding and acceptance of

the legal duties, responsibilities and liabilities of trusteeship and your commitment to voluntary public service will be enhanced by your willingness to uphold Othona's inclusive Christian ethos, your ability to think strategically and creatively and your skills in contributing your views as part of a team. The trustee body holds two residential weekend meetings annually, plus Zoom meetings as necessary.

In addition the Centre Management Committee holds four meetings each year, currently balancing meetings at Bradwell with meetings on Zoom. Our Centre Link Trustees ensure the Committee and Centre Management Team are supported in matters of governance, the implementation of Trustee Policies, and the financial health of the Centre as part of the whole Community. There are currently two Bradwell Trustee vacancies. Four trustees plus co-opted volunteers and the Centre Manager comprise the Centre Management Committee. Trustees give support in H&S, Safeguarding, finances and governance matters, taking specialist responsibilities according to their skills and experience. Safeguarding is an area in which we currently seek leadership. The Chair of the Centre Committee is a Trustee/Director and serves as Line Manager to the Bradwell Centre Manager. The holder of that position retires in May 2022 so if you have the skills, experience and time commitment to take over this vital role over the coming year, you would be very welcome to contact us for more information.

What are we looking for?

One or more of the following would be helpful:

Board level experience.

Previous Trustee experience or similar, e.g. school governor, magistrate..

Strategic understanding of organisational management.

Experience of working within Charity Commission guidelines.

Participation in a faith based community.

Ability to advise and support in one or more of the following would be needed:

Finances and budget support.

Fundraising experience.

Safeguarding of children and adults. (We specifically need a lead Trustee here.)

Marketing and outreach at a strategic level.

Inclusion: ethnicity and diversity, disability and mental health, multi-faith.

Human Resources/Personnel/Legal guidance - current knowledge and experience.

Line management experience, to take on the role of line manager of the Bradwell Centre Manager, with annual appraisal and regular contact.

Organisational skills to support the administrative functions of the Centre Management Committee.

What difference will you make?

The Othona Community Centres offer the experience of inclusive community, spirituality, and practical creativity providing retreats, workshops, family holidays and a range of other events. We pursue a vision of openness and inclusion, for people of all faiths and none, affirming mutual respect and understanding. At the Bradwell Centre we run an Open Programme during the school holiday times, and in some quieter times too. In this way we offer opportunities for people to choose from our varied programme of events, with individual and family bookings ensuring a good mix of familiar and new faces. Most people book for a week or two, some locals visit by the day. In addition to these programmed activities we include regular groups of school children, youth groups, Church and other spiritual and social organisations, offer opportunities for individual retreats, weddings and other family celebrations. Staffing is kept to a minimum, supported by resident groups of volunteers and on-call local regulars. Trustees give guidance and support to the Management Team, empowering the ongoing vision of Othona and giving tangible advice and assistance in key areas of governance as listed above.

We are increasingly aware that loneliness can lead to psychological and physical health problems, This is made even more evident by experience of lockdown. People of all ages come to Othona to be themselves, valued for who they are. They find support through difficult times e.g. bereavement, family breakdown, find a new direction, feel restored; bursaries and concessions available. This experience of community affirms people whatever their age, gender, religion or ethnicity and contributes to social re-connection while at Othona and back home. People make friendships at Othona that last for years.

What's in it for the volunteer?

Our strategic focus to make real progress to being carbon neutral and handing forward to the next generation. We are poised for a strong recovery as Covid restrictions allow.

We hope that you will enjoy being part of the Community, that you will make enriching friendships and that using your skills to support the work will add to the meaning of your life.

Before you apply

Please provide a CV and short application letter. Selected applicants are invited to attend an interview, (often on Zoom.) Successful applicants provide the names of two referees, and complete DBS check

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About The Othona Community

Causes

FAITH AND ETHICS
LOCAL / COMMUNITY

Othona provides experiences of community, based on Christian values, open to people of all faiths and none.

Read more on our Website.

You are welcome to contact us through the REACH volunteering site or direct to Othona, for more information, or to apply:

Ruth Bull (outgoing Chair) essexchair@othona.org

Steve Barnes, Bradswell Trustee stevebarnes@othona.org

Clare Fuller Gough Chair of Trustees chair@othona.org