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Cornerstone

Adoption and Fostering Service

Because Foundations Matter



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TRUSTEES



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About Cornerstone

Cornerstone is an Independent Fostering and Post-Adoption Support Agency operating in England from Leicester up to Newcastle.

We are also expanding into Scotland where we operate as Foundations Matter.

We are the only Christian evangelical Fostering Agency in the UK. From our staff to our carers, volunteers and trustees, everyone in Cornerstone is motivated by their faith.

Our Core Values

Unity – We are Christians who love God and all people, and we work together as a faith community.

Children – We put vulnerable children at the centre of all we do to change their stories within the context of a loving family.

Development – We provide holistic support to children, carers and staff to reach their full potentials.

Stewardship – We strive to be good stewards of God's gifts in our lives and God's creation by using our resources in a wise and ecologically friendly way.

Reverence – We listen and communicate with respect and care.

Integrity – We work diligently and from our hearts out of love for God to demonstrate our life in Christ throughout our personal lives and the entire organisation.

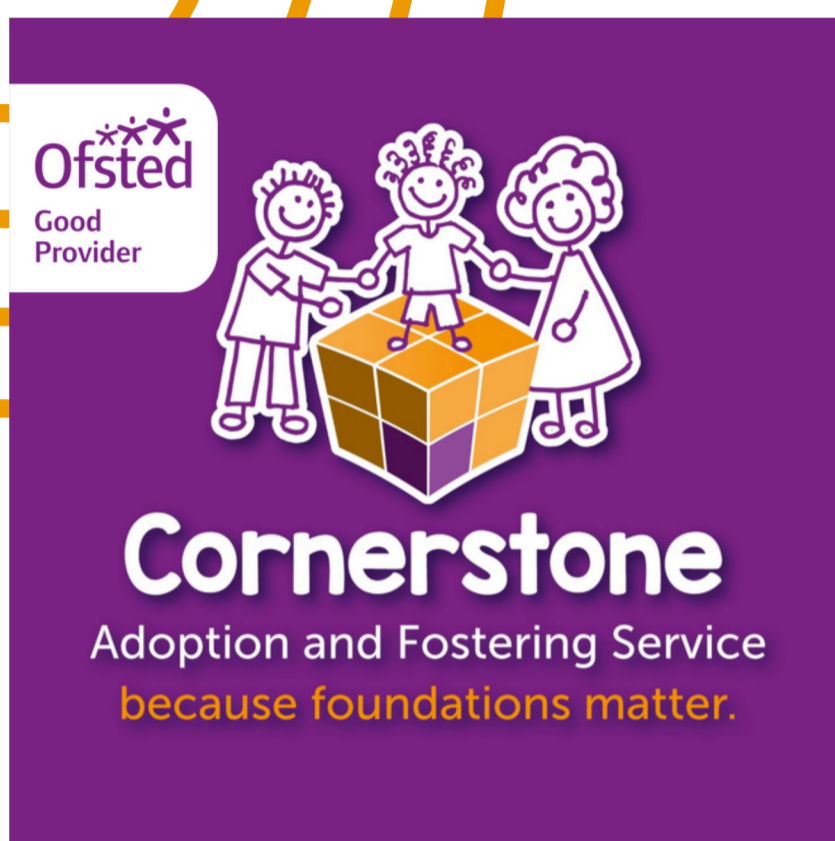


Why choose Cornerstone?

Dedicated, supportive, Christian staff, social workers and trustees who are motivated by their faith and who respect and understand the huge role faith plays in the lives of our foster families.

A fantastic reputation built by outstanding carers who really do commit to the children they care for – sometimes for life!

Awarded 'Good' by Ofsted in March 23 who said, "Children develop a sense of belonging in stable and secure fostering families..."



Job Title:

Trustee

Location:

Trustees can be based anywhere in the UK. 3 out of every 4 full, quarterly Board meetings are held in person, usually in the north east/York/Yorkshire area. All interim meetings (approximately six weeks after/before formal quarterly meetings) are held remotely online via Zoom.

Terms:

Voluntary.

Accountable to:

Chair of Trustees

Hours:

Variable, but anticipated as between 1 and 3 days per month dependent on work programme/requests for support.

Holidays:

Not applicable.

Salary & Benefits:

All trustees are volunteers, therefore there is no remuneration. All relevant applicable out-of-pocket expenses for travel, subsistence and the like will be paid upon presentation of receipts.

Duration:

In practice this is a permanent appointment, but Cornerstone's Articles of Association restricts all trustees to retirement after every three years of service (or nearest general meeting), and subsequent necessary re-appointment on the same day unless the Board objects to their appointment. Trustees can of course tender their resignation at any point.

Commencement:

As soon as possible.

Cornerstone reserves the right to amend or add to this job description at its discretion. Changes will be discussed with you in person and notification made in writing within 28 days of addition or amendment.

Cornerstone (North East) Adoption and Fostering Service, trading as Cornerstone, is registered in England and Wales as a company limited by guarantee no: 5663749 and registered as a charity no: 1114213

Job Description

Please note

This job description must be read in conjunction with Cornerstone's Memorandum and Articles of Association which governs the role and function of trustee. A copy is available upon request.

Introduction

A trustee of Cornerstone is a director of the registered Charity for the purposes of charity law, and registered with the Charities Commission. A trustee of Cornerstone is also simultaneously a Director of Cornerstone's registered Company for the purposes of company law, and registered with Companies House.

Main Duty

Together with other trustees, become accountable for the delivery of Cornerstone's charitable objects, governed and expressed on an ongoing basis through Cornerstone's medium-term (3-year) Strategic Business Plan, Annual Business Plan, Risk Register, Annual Budget and other management documentation and plans.

Specific Duties

- Attendance at quarterly Board meetings ('general meetings').
- Attendance at interim trustees meetings six weeks before/after formal Board meetings.
- Participation in/membership of at least one of Cornerstone's four scrutiny and support Committees.
- Read all necessary emails, papers, reports and correspondence pertaining to the above meetings (all papers issued electronically at least 7 calendar days prior to meetings).
- Attend to all trustee-related correspondence.

Specific Duties continued..

- Provide ongoing ad-hoc support to the CEO and senior management as requested/appropriate in between meetings.
- Act as an ambassador for Cornerstone at every available opportunity.
- Should you choose to make yourself available, any additional non-mandatory project or ad-hoc piece of work as requested by trustees or senior management such as interviewing, proof-reading, organisation of marketing/promotional event etc.
- Optional attendance at regular, scheduled Cornerstone-family events and meetings such as the annual Cornerstone holiday.
- Optional attendance at further Cornerstone-family events such as Zoom prayer meetings, regional family days, employee/trustee leaving events and the like.
- Any other reasonable tasks/duties as requested.

Christian Context

- As a Christian organisation Cornerstone only employs Christian staff who affirm the 'Statement of Faith' and who agree to the 'Code of Practice'.
- All aspects of the work will be carried out in a manner consistent with the aims of Cornerstone.
- The post holder is expected to engage in a variety of activities that are consistent with a practicing Christian lifestyle in all aspects of the above job description (including worship, Bible study, prayer).

Person Specification

Knowledge/Experience

- Experience and a sound understanding of charity governance.
- Excellent tact and diplomacy.
- Good communication and interpersonal skills.
- Impartiality, integrity, fairness, and the ability to respect confidences.
- Knowledge of the type of work undertaken by Cornerstone.
- A wider involvement with the voluntary sector and Christian community.

Disposition

- A determination to do everything to the highest standard.
- Able to take responsibility and exercise appropriate initiative
- A commitment to working as part of a team.
- The willingness to work flexibly when projects, events or deadlines require it.
- A full understanding of and sympathy towards Cornerstone's aims and objectives both as a charity and as a Christian organisation.
- A willingness to sign Cornerstone's 'Statement of Faith' and 'Code of Practice'.

Desirable

We particularly welcome applications from those that have knowledge of the care system including those that have been fostered or looked after children.

As well as:

- foster carers and adoptive parents;
- significant experience in business leadership including private, public and charitable;
- professional legal experience;
- professional, senior human resources (HR) experience inc. understanding of the application of employment legislation.

Terms & Conditions

Hours:

Variable, but anticipated as between 1 and 3 days per month dependent on work programme/requests for support.

Duration:

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Holidays:

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Salary:

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Pension:

Not applicable.

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