



Trustee Recruitment Pack 2023

Closing date: 12noon Monday 5th June 2023



A Message from the Chair of Trustees

Thank you for showing an interest in joining CCS as a Trustee.

I am delighted to introduce Clifton Children's Society (CCS), a charity which finds permanent loving homes for children waiting to be adopted, including those who tend to wait longest (older children, sibling groups, black and minority ethnic children and children with complex health needs). We also provide specialist, post-adoption support for children and families, from the very beginning of their adoption journey, for as long as they need us.

This is an exciting time to join us, as we develop our strategy for the next 3 years and build on our existing successes. We are keen to hear from individuals that bring different experiences, knowledge and ideas alongside a desire to develop their personal and/or professional skills in a team of experienced and dedicated trustees, volunteers and staff.

Please get in touch if this is a challenge you would relish.

Best Wishes



S. A. Lockwood

Chair

The Charity



Clifton Children's Society (CCS) was founded in 1904 and over the years our work has developed in many different ways to support the communities in which we operate, but always with the focus on helping children who need of a permanent, stable and loving family unit. We are an independently funded, registered charity and Adoption Agency. We work to the highest standards to maintain our strong reputation, putting relationships at the heart of what we do. We have been an Ofsted

'Outstanding' rated agency consistently since 2009.

CCS offers a comprehensive Adoption service that includes recruiting, training, assessing and approving adopters, and undertaking family finding activities to create adoptive families. The charity specialises in finding families for children who have specific needs and often wait longer for a family, including sibling groups, older children and those from ethnic minority groups.

There is a common perception that children who are adopted cease to be disadvantaged at that point, because they are no longer at risk of abuse/neglect, and have the love and support of their new family. However, this is not the case. The trauma that many adopted children have experienced has a lasting impact, affecting all areas of their young lives, often for many years. We support the child and family throughout the adoption process and, recognising the lifelong impact of adoption, offer Adoption Support via our social work service, The Centre for Adoption Support & Education (The Centre) and our clinical Therapy Service.



Find out more here: <https://www.ccsadoption.org/>

Vision, Mission, and Values

Vision:

A world where every child grows up in a safe loving family.

Mission:

Our core purpose is to create a positive future for children, by building families and enabling them to grow and thrive.

Values:

- Child Centric – we will always put the needs of the child first through everything we do
- Accepting & Inclusive – we will be accepting of all and champion inclusivity
- Leading & Pioneering – we will maximise our creativity to pioneer and lead on issues that are close to our heart.
- Responsible & Sustainable – we will run our organisation in a responsible and sustainable way, to ensure the longevity and security for our families.

Our Impact in 2022/23

- 21 children were placed with families for adoption
- 19 new families were approved a suitable to adopt
- 69 families received ongoing support from social workers,
- 183 families benefitted from attending one or more of the services run from The Centre
- 31 families received packages of therapeutic support.
- Our full 2022-2023 Achievements report is coming soon so follow us on social media to see this shortly

For all the latest information about CCS please visit

[Facebook – CCS Adoption](#) [Facebook – The Centre](#) [Instagram](#) [Twitter](#) [LinkedIn](#) [YouTube](#)



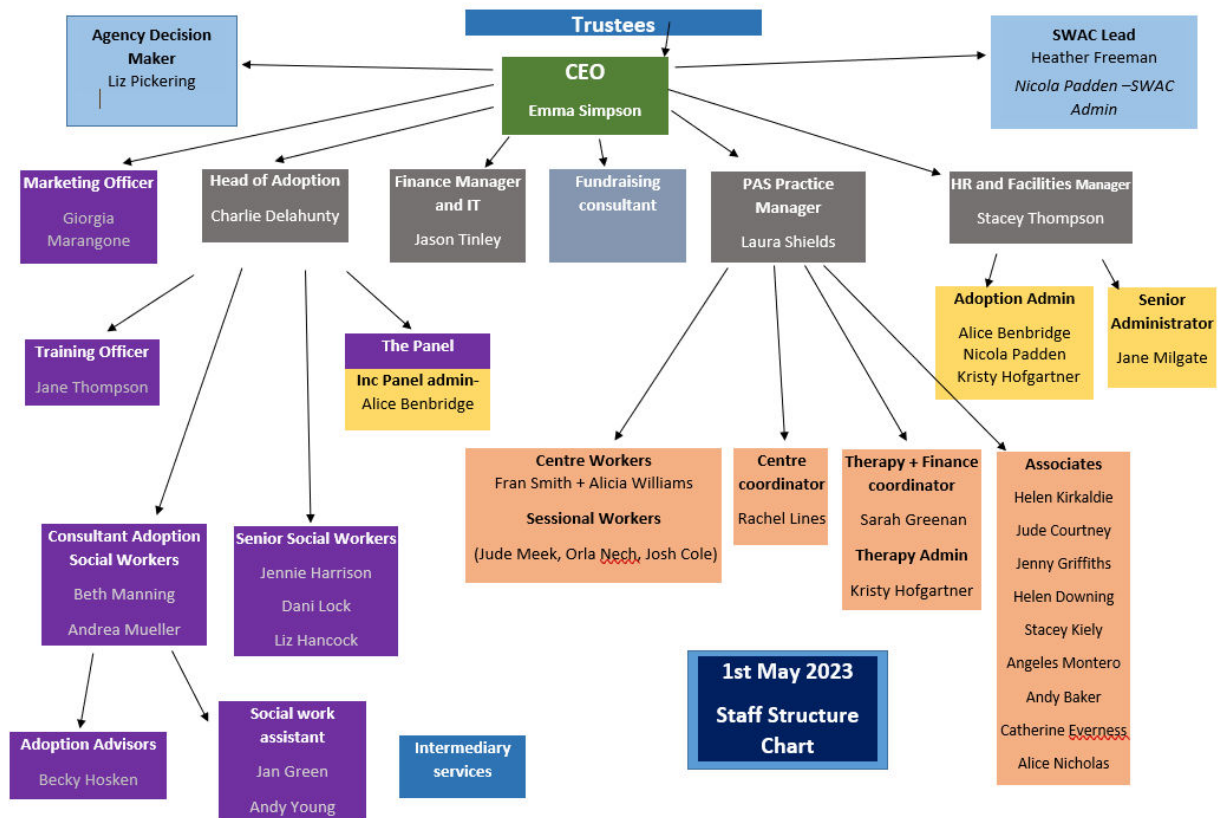
Our People



The Chief Executive Officer Emma Simpson and her team of 26 staff, who are 16.6 FTE, carry out the day to day business of the charity, along with sessional staff, associates and volunteers.

The Senior management team are a small team of highly experienced professionals in each of their fields, who are dedicated to ensuring the ongoing high quality services that CCS provides to families. At CCS we are lucky to have a number of adoptive parents who also work for us, ensuring we keep the voice of the adopter at the centre of our work. Through the work of The Centre we also engage with children and young people and seek ways for them to give feedback and influence what the charity does next.

CCS's Staff Structure May 2023



The Board of Trustees

The Board currently consists of 9 Trustees including a Chair and Vice-chair. Our Trustees bring a broad range of skills, knowledge and experience to the Charity.

The role of the Trustees includes:

- Legal oversight of the charity, ensuring CCS complies with its governing document, charity law, company law and any other relevant legislation or regulations;
- Ensuring that CCS pursues the charitable objects as defined in the Articles of Association and is focused in achieving them for the benefit of the public;
- Setting the charity's strategic direction including a clear vision, mission and strategy; setting targets and evaluating performance against agreed targets;
- Responsibility for the charity's financial security; acting as guardians of the charity's assets, taking all due care over their security, deployment and proper application;
- To ensure the effective and efficient administration of CCS;
- The appointment of the CCS' Chief Executive and ongoing monitoring of their work in the day to day running of the organisation. While the day to day running of the charity is delegated to the CEO, the trustees are ultimately legally responsible.

The position of Trustee is on a voluntary basis and is unpaid. Trustee meetings are held a minimum of four times a year, currently on Zoom and in our offices. Each meeting lasts three hours, starting at 4pm.

For further information of the role and responsibilities of a charity Trustee please refer to the Charity Commission's guidance [here](#).

Commitment Required

- Attendance at Board meetings regularly having fully prepared for these meetings
- To make available skills and experience to CCS
- Participation in subcommittees as delegated by the Board
- Availability by phone or email to the Chair or CEO from time to time
- To respect confidentiality
- To act solely in the interests of the charity
- To gain a better understanding of the charity by attending at least one event per year, for example, the Agency day or an Information Event.



What We Are Looking For

We are looking to recruit 2 trustees with a commitment to CCS and its mission, and a willingness to put time and energy into the trustee role. We are particularly interested in people who have experience in the following:

- A professional experienced in the field of Permanence (Adoption, fostering or kinship)
- A health professional, preferable a paediatrician or significant experience with children/young people
- A professional in the field of therapeutic interventions
- Fundraising and income generation
- Marketing

Our Commitment to Equality and Diversity

We recognise that our Board of Trustees does not currently reflect a diverse range of life experiences and perspectives. We would particularly welcome applications from people from Black communities, people from minority ethnic communities, young people, people who identify as LGBTQ+, people with a disability, and from people who bring talent and relevant experience in ways we may not have considered.

What's Next



If you share a passion for improving the lives of children and families, and are committed to continuous improvement, we would love to hear from you. Please download the Role Description and Application Form from [here](#), and return your completed application form along with your CV to stacey.thompson@ccsadoption.org. For an informal discussion about the role please email Stacey in the first instance, and she will arrange for a Trustee to call you.

Closing date: 12 noon Monday 5th June 2023

Preliminary interviews: Wednesday 14 June 2023

All Trustees with CCS are required to complete a DBS check prior to their appointment.

Registered Charity No: 286814

