



We are ACCM (UK)

Thanks for your interest.

Advertised on 18th April 2019

Deadline for Applications: 10th May 2019

Interviews Week starting 3rd June 2019

Interested please send us your CV and cover letter stating your interest to info@accmuk.com or post it to: ACCM (UK), 3A Woburn Road, Bedford, MK49 4RA.

Who are we?

ACCM (UK) is an established and successful Charity providing services within the Bedfordshire and surrounding areas since 2008.

ACCM (UK) now wants to expand these services by developing a “One Stop Shop and Community Centre.”

We are therefore looking for new trustees with wider skills and commitment to help us to develop our work further. We aspire to become the lead charity/voluntary organisation helping diverse community of Bedford to achieve highest level of physical, mental and social well-being, irrespective of their age, background, origin, sexuality, culture, religion or socio-economic status.

ACCM (UK)’s current work is tackling health inequalities to improve the health and wellbeing of the black, Asian, minority ethnic (BAME) and other vulnerable communities in Bedford.

Our services also incorporate work to address and help change illegal harmful traditional practices, including female genital mutilation (FGM), forced marriage (FM), honour based violence (HBV) and domestic violence (DV), usually hidden practices against girls and women: but also includes male victims of violence and forced marriage. This is a UK wide and international project.

Registered Charity Number: 1172725

Our Charity is led by a Team of Trustees

The Charity currently employs 3 full time paid staff, one part time staff member.

1. OUR VISION

Is to become the lead community charity to support diverse community of Bedford
To achieve their full potential in their physical, social, mental and spiritual health and well-being.

Our Mission

To be a trusted voice for the residents of ACCM (UK), connecting the community together.
To work closely with partners to create opportunities for everyone to get involved in ACCM (UK)’s work.

Our Strategic Aims

- To listen to and represent the views and best interests of those living in Bedford.
- To develop a community spirit and sense of pride across Bedford and surrounding regions.
- To help improve the local area and support its activities for those that live here.
- To work together with all local partners for the benefit of Bedford residents

2. OUR VALUES

Open and honest

We believe in acting with integrity and being clear about what we can and cannot do.

Respectful and Professional

We believe in treating everyone as we would like to be treated, valuing people's different needs and aspirations.

Passionate

We are passionate about working together to achieve our vision and aims.

Inclusive

We want to involve and communicate with all residents, groups and partners.

Proactive and Creative

We have a can-do approach and will use creativity to inspire and engage with residents.

How can you help?

ACCM (UK) is currently looking to co-opt up to 3 additional Trustees to assist with the strategic operation of the Charity.

As a minimum we would expect regular attendance at our Quarterly Board of Trustees and other meetings and training for around 12 days a year, majority of which take place at ACCM (UK)'s offices at 3A Woburn Road, Bedford, MK40 1EG. However, if you have more time to offer then we can certainly make use of it!

We are particularly keen to hear from anyone with a background in:

- Finance/Accounts
- Mental Health
- Community Development
- Safeguarding
- Law/Human Rights and All Forms of Violence including illegal traditional practices
- Human Resources
- Work with minority ethnic and other vulnerable communities

The ability to engage business through high value networks of individuals and organisations that can sponsor and support ACCM (UK).

We are looking for friendly and approachable people with excellent people skills who puts the needs and desires of service users at the front of everything they do, has the skills and qualities of a great leader, is able to contribute to the charity by giving their experience, skills and qualities and someone who actively participates as a member of the Trust.

As a Trustee you will be legally responsible for the charity and guiding and steering the direction of the charity, providing strategic planning and development and providing overall governance

Please take a look at the Trustee Role Profile for further information about the role of a Trustee.

Benefits

There are a variety of benefits to being a trustee!

ACCM (UK) will reimburse you for any reasonable expenses incurred directly as a result of your duties as a Trustee.

It's a fantastic way of gaining further experience of management roles. No matter what role you play, you would be making a huge contribution to the charity and the community as a whole. Working as part of a team of people in a variety of fields is a tremendous boost to your skills and looks brilliant on your CV. Training can also be provided in a number of related areas.

The role also provides a great opportunity to learn from other people and benefit from the wealth of experience and knowledge the other members of the committee can offer.

Becoming a Trustee is a great way to meet new people, make friends and above all, have some fun!

By becoming a Trustee you would be committing your time to good causes whilst developing your skills. It's a position that can be tremendously beneficial on a personal level whilst also doing a lot of good in the community. What have you got to lose?

Trustee Role Profile

ROLE DESCRIPTION FOR A TRUSTEE

Trustee of ACCM (UK)

The duties of a trustee are as follows:

- Ensuring that ACCM (UK) pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- Ensuring that ACCM (UK) complies with Constitution, Charity Law, Company Law and any other relevant legislation or regulations
- Ensuring that ACCM (UK) applies its resources exclusively in pursuance of its charitable objects (ie the charity must not spend money on activities that are not included in its own objects, however worthwhile or charitable those activities are) for the benefit of the public
- Ensuring that ACCM (UK) defines its goals and evaluates performance against agreed targets
- Safeguarding the good name and values of ACCM (UK)
- Ensuring the effective and efficient administration of the organisation, including having appropriate policies and procedures in place
- Ensuring the financial stability of the organisation
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- Following proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the employed staff

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

Person specification

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision

- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- A commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

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Do you have a question about...

We're happy to answer any questions you might have so please feel free to get in touch:

Email – info@accmuk.com

Phone – 01234356910 or 07767164804

To find out more information about the ACCM (UK) you can visit us online at www.accmuk.com or find us on Twitter: @ ACCMUK or Facebook: ACCM UK.

Alternatively, you're very welcome to arrange an informal chat over coffee or pop in and see us at ACCM (UK), 3a Woburn Road, Bedford, MK40 1EG!

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