

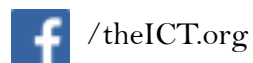


Trustee Recruitment Information Package

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*Registered Charity No. 254781.
The International Children's Trust is a company limited by guarantee,
registered in England and Wales, with Company Registration No. 911119*

A child is not a number...

At the International Children's Trust, we believe in the incredible potential of a child when they are nurtured and given the right support. A child's abilities and potential can often be suppressed by the pressures placed on them by poverty, by abuse, by poor mental well-being, and by physical challenges. These children are not simply a number or an image, but young individuals who can be encouraged, developed and strengthened.

For nearly 50 years, the International Children's Trust has been working globally with local partners to make a real and lasting impact on vulnerable children. In that time we have changed and developed in order to remain effective, but we have stayed true to the vision of a world that supports, nurtures and strengthens its children.

Today, the International Children's Trust continues that process of change and development. **As we move forward through 2016, we are looking to recruit committed and determined trustees to join our Council of Management.** While this will be a challenging role, it is also an exciting opportunity where you can play a significant part in that process.

Contained within this information package is a brief summary of the work of the International Children's Trust and a description of the role of the trustees. We would welcome any questions that you may have that has not already been answered here. Contact details and instructions on how to apply to become a trustee with the International Children's Trust can be found at the end of the information package.

Thank you for your time and interest. We hope that you will consider the possibility of joining us as we look forward to developing the future direction of the International Children's Trust!

For nearly 50 years, the International Children's Trust has supported the education, guidance and protection of vulnerable children helping them to move beyond their poverty and build a better life. As a UK-based NGO with charitable registration, we channel funds through local partner organisations who work with some of the most vulnerable children in their societies. They work to rehabilitate street-involved children, child workers, those at risk in dangerous communities and those living with disabilities. Emphasizing a holistic approach, the International Children's Trust supports professional and practical work that enables children, their families and their communities to sustain into the future the positive changes they make in their lives.

Vision: To be a leading authority, with others, on the development needs of children throughout the world who are severely disadvantaged and 'at risk' through poverty, *and*

To be an active voice, campaigning to assert the rights of children as laid down in the Convention on the Rights of the Child.

Mission: By funding, developing and supporting our partners who are working with severely disadvantaged and 'at risk' children, their families and their communities in low and middle income countries, *and*

By developing an effective network through the International Children's Trust between our partners whose similarities and differences combine to form a collective experience in the field of international child development for the purpose of learning and giving strength through mutual support.

I(C)T History

The International Children's Trust was founded in 1967 under the name of the International Boys Town Trust. It was created by people living in the UK who were concerned about the levels of poverty experience by children, particularly those living in India and Africa. The programmes were developed according to the interests of these founders.

In 1991 the organisation developed into the International Children's Trust and started to develop new programming and partnerships in more countries.

Today, we are an international development organisation that focuses on the needs of vulnerable and 'at risk' children in low and middle income countries. The International Children's Trust works on a long-term basis with local partner organisations around the world. With our support, these partners develop and implement programmes to address the physical, social, education and psychological needs of the children so that they can avoid exploitation and build a better life.

I(C)T Structure

The International Children's Trust is led by a Board of Trustees known as the Council of Management. There are a maximum of 11 trustee positions available, although usually there are less in place at any one time. The Council of Management is led by the Chair, with a Treasurer appointed from the rest of trustees. The Trustees have legal responsibility for the overall direction and decision-making in the International Children's Trust. They give their skills, time and commitment to provide the 'behind the scenes' management and leadership that forms the backbone of the organisation.

The day to day activities of International Children's Trust are overseen by our Executive Director, who also has oversight over a full-time Senior Programmes Manager, part-time Supporter Relations Officer and interns based at our offices in Peterborough, England.

I(C)T Partners & Programming Goals

While the International Children's Trust developed its own projects in the past, we now operate as an umbrella charity that provides support for our local partners in 9 countries. As local/grassroots organisations, they are in a strong position to tackle the challenges that children in their communities face. We currently have 13 partners:

Bangladesh:	<i>Bangladesh Integrated Social Advancement Programme (BISAP)</i>
Burkina Faso:	<i>Keoogo</i>
Ghana:	<i>Youth Alive</i>
India:	<i>Arunodhaya</i> <i>Inner Wheel of Madras</i> <i>Rotary Club of Madras</i> <i>SARTHI</i> <i>Social Development Education Trust (SDET)</i>
Ecuador:	<i>JUCONI (Junto con los Ninos) Ecuador</i>
Mexico:	<i>JUCONI (Junto con los Ninos) Mexico</i>
South Africa:	<i>New Life Community Projects</i>
Sri Lanka:	<i>SERVE</i>
Zimbabwe:	<i>Chiedza</i>

Our local partners are experienced in child psychology, family and trauma therapy, and community self-help. Using a holistic approach, they ensure that their programmes focus on all aspects of each child's developmental needs. Our work is distinct from other international children's charities through our focus on child psychology and family therapy. With our local partners, our programming goals include:

- Allowing child workers and other children who have been out of education for a long time to access mainstream education via literacy programmes and transit schools.
- Working with children and communities where children are at risk of dropping out of school and family life due to the social and economic pressures of poverty.
- Re-integrating street-involved children with their families and communities.
- Preventing child labour by working with families to promote the value of education.
- Providing child workers with protection from abuse and violence.
- Providing children with the means to overcome the practical, psychological and social barriers they face and allowing them to develop into strong individuals with fulfilling lives in their societies.
- Providing support to families to enable them to build better home environments which are safer and meet the needs of their children, physically and mentally.
- Working with employers and government figures to protect children from being exploited in the labour market.
- Fostering a culture of transparency and monitoring to ensure that our partners work effectively.

The International Children's Trust develops long term relationships with our partners in the field. These partnerships demonstrate a joint commitment to delivering effective programmes that fulfil the needs of highly vulnerable children and young people.

While our partners are in the best position to offer effective and much needed programming to some of society's most vulnerable children, the International Children's Trust brings key skills and resources that small organisations in developing countries often struggle to utilise. Our support in the development of these organisations is crucial in allowing them to continue their valuable work and helps our partners to develop the means of sustaining their work into the future. We offer this support in four main areas:

Funding

We provide financial support for our partners' programmes helping to fund the day centres, residential care, literacy programmes, transit schools, youth forums and other personalised support to children and their parents. The ICT's direct funding particularly focuses on areas that address an immediate need and/or are more difficult to find funding for. Many organisations in developing countries do not have the time, capacity or ability to apply for grants from British and European funding sources. At the ICT, we are able to identify, apply and manage these grants on our partners behalf, and access wider sources of grant and individual donor funding as a UK-registered charity.

Practical Support

We provide advice and technical support to our partners to help them in their process of learning. We do this by using monitoring and evaluation tools to identify effective strategies for empowering vulnerable children and incorporating new methods and techniques into their work. We give general practical advice on issues in the field, including ideas for programme design, development, implementation and monitoring, and we give them advice on how to make applications for funding to other organisations and governmental departments. Partners are visited on a regular basis to ensure that funds are being used appropriately and to monitor and evaluate the work being carried out to help them achieve high standards. We continually work to ensure that our donors can have the highest confidence in the work that is being undertaken.

Networking

We help our partners to learn from each other, as well as from other child rights organisations. By implementing joint project with partners from different regions, collaborating with each other, and disseminating relevant publications and manuals among our partners, we encourage partners to develop different approaches that have proven to be successful and makes them stronger in the process. In addition, we help to establish useful contacts for our partners through our participant in UK and global child rights networks.

Campaigning

We campaign for the rights of children as laid down by the United Nations Convention on the Rights of the Child (CRC). It guarantees that all children should have the right to survival, protection, development and participation. In the UK we work with our members by asking them to promote the CRC locally and to join national efforts to campaign for the active implementation of its provisions. We offer an international voice to support our partners' local and national campaigning.

Our work is of an enduring nature as we help provide long-term local solutions to empower children, their families and communities to help themselves and break the cycle of poverty.

ICT Trustees: Roles and Responsibilities

The Council of Management (as the Board of Trustees) has the overall legal responsibility for the International Children's Trust. As we are a company limited by guarantee in England and Wales (as well as a registered charity), each individual Trustee is a Charity Trustee and a Director of the Charity.

Each trustee is a full voting member of the Council of Management, entrusted with the assets (money, property, equipment) of the International Children's Trust and directed to operate within a formal set of rules (The Memorandum and Articles of Association).

Governance within the International Children's Trust is a team task and no one person has the skills, knowledge or wisdom to do it alone. Collectively, the Trustees are responsible for making group decisions to ensure the organisation carries out its business according to its constitution and good practice. This is undertaken with guidance and the support of staff.

Trustees act collectively to govern the International Children's Trust and take decisions. Trustees have no authority to act on their own as a Trustee unless this has been authorised by the Council of Management as a whole. Trustees are elected at the Annual General Meeting of the membership of the ICT, but the Council are also able to coopt members throughout the year as the need arises with that appointment ratified at the next AGM.

Potential trustees should note that the International Children's Trust holds Trustee Indemnity Insurance.

Key responsibilities of all trustees:

- Ensuring the continual development, implementation and adherence to the organisation's vision, mission, policies and values.
- Working with all Council members and staff to establish, monitor and implement the strategic plans of the International Children's Trust.
- Conducting an annual review of the performance of the organisation against the past year's work plan and budget.
- Approving the annual work plan and budget to guide the organisation forward.
- Strengthening the fundraising capability of the International Children's Trust, including the identification and solicitation of donations, grants and corporate support.
- Managing finances and resources by monitoring spending, minimising financial risks and ensuring the organisation has the funding and resources needed to carry out its activities.
- Ensuring financial and reporting accountability to partners, funders and the public.
- Promoting and protecting the reputation of the International Children's Trust as a strong ambassador of the organisation and our work.
- Effectively contributing to Council functions ensuring that meetings are well run and that all members are involved.
- Ensuring that all trustees, staff and volunteers are well supported, appropriately supervised, and that personnel policies are in place and implemented
- Recruiting and inducting new Trustees as required.
- Fully adhering to national law and the governing documents of the International Children's Trust
Trustees must always act in the best interests of the organisation and avoid conflicts of interest between their trustee role and other roles.

Expectations of Trustees:

- Trustees are to adhere to the mission, vision and values of the International Children's Trust.
- All trustees will ensure the full implementation of the responsibilities of the Council of Management.
- All trustees are expected to attend and otherwise support fundraising events and activities supporting the work of the International Children's Trust
- Monthly meetings are held at the International Children's Trust Office in Peterborough, in London. Trustees are expected to be in attendance.
- All trustees are expected to commit a minimum of 9-12 hours per month to the work of the Council of Management.
- Board terms are for three years, with possible re-election at the end of terms
- Board membership is voluntary with no reimbursement of expenses for attending meetings.
- Trustees must commit to the International Children's Trust child protection policies and undertake appropriate due diligence procedures required by the law (including DBS checks on appointment)
- Trustees are encouraged to study materials available from the Charity Commission and the NCVO to continue personal professional development. International Children's Trust resources are limited and free training is preferred.

I(C)T Trustee Specification

The International Children's Trust is currently recruiting new Trustees with a range of skill to govern effectively and support the small staff. Preference will be given to individuals who are experts in one or more of the following fields:

- Fundraising (particularly unrestricted funding from corporate, trusts and individual initiatives)
- Finance/Accountancy (particularly the charitable sector)
- Charity Governance
- Legal (charity law and all relevant legal obligations in operating a charity/company)
- Programme Development
- Corporate/Business

Key requirements taken into consideration during recruitment will include:

- Belief in the vision, mission and values of the International Children's Trust.
- Time and commitment to ensure full implementation of the mandate of the Board.
- Experience in the international development sector or board experience is preferable (but not required).
- Positive attitude, open-minded, and visionary.
- Experience of international development and working with vulnerable/at risk children.
- Strong networking capabilities (including new high worth supporters and corporate contacts)
- Ability to mobilise support, including through public speaking and presentations
- Passion for team working, problem solving, decision making and asking difficult questions

Trustees come from all walks of life and generally the wider range of people represented on the Council the better. Most people can become trustees, but a few are not eligible to be appointed, including:

- Anyone under 16 (as a registered company, the usual restriction of 18 does not apply)
- Anyone convicted of deception or dishonesty, unless the conviction is spent
- Someone who is an undischarged bankrupt
- Anyone who is disqualified as a company director
- Anyone who has previously been removed from trusteeship of a charity by the court or the Commissioners.

I(C)T The Benefits of being a Trustee

Being a trustee of the International Children's Trust is a great way to make a significant difference in helping vulnerable children in developing countries move beyond their poverty and into better lives. You can play a significant role in shaping the long term future of a child. You can be a part of a move away from simply providing a child with a schoolbag or other tangible goods, to providing a child with the strong support structures and coping mechanisms to deal with their problems now and into the future.

It is undoubtedly a responsible role that you will be expected to embrace fully and play an active role in, but it is a brilliant route to develop new skills, gain more experience and get involved with new networks. It can be hard work at times, but can offer many rewards and a great deal of fulfilment.

Some trustees may have the opportunity to travel to projects operated by our local partners, being part of the process of monitoring the work being undertaken. Please note, however, that this is not guaranteed and will depend on the needs of the International Children's Trust and resources available.

I(C)T Further Resources on Trusteeship

For further general information regarding trusteeships, excellent resources can be obtained online including:

Charity Commission:

“Responsibility of Charity Trustees” available at <https://goo.gl/x9hNmh>

NCVO Governance & Leadership

Lots of downloadable resources for trustees, committees and boards to help them develop their organisations including:

The Code of Governance - launched in 2005, sets out a statement of good practice in governance for the voluntary and community sector.

Trustee and Management Committee National Occupational Standards Toolkit – focus on the role of governance and forms part of a recognised qualification

All publications available at www.ncvo-vol.org.uk/governanceandleadership

I(C)T To Apply

If you wish to apply to become a trustee of the International Children's Trust, please submit a copy of your curriculum vitae with a brief description of your interest in becoming a trustee, reflecting on the following 3 questions:

- 1. Why are you interested in the International Children's Trust?**
- 2. What is your motivation in becoming a trustee?**
- 3. What are the area(s) of expertise/contribution you feel you can make to the International Children's Trust Board?**

This information should be submitted to David Christie (Executive Director) in either of the following formats:

By email: director@internationalchildren.org

By post: FAO: Executive Director
International Children's Trust
South Wing, Broadway Court
Peterborough, PE1 1RP

Any individuals shortlisted by the Council of Management will be invited to attend an interview with a panel of trustees and senior management. The panel will make its recommendations to the full Council with an additional introduction to the full Council required before a formal appointment is made.

Any successful appointment will be subject to references, a DBS check and eligibility checks with Companies House. When a new trustee is coopted by the Council of Management, the appointment will be ratified at the next AGM following their appointment.

Please note that all trustees must be fully paid up members of the International Children's Trust prior to their appointment as a trustee. Membership fees are £25 annually.