



## What does the TSN group need from its Members and Board of Trustees?

The TSN group of charities value an effective governance structure because this enables the future development of the charity, good financial management and the deployment of effective services according to its charitable mission and strategy.

The governance structure of Teacher Support Network group<sup>1</sup> includes the National Council, the Board of Trustees and the Chief Executive with the Operational Management Team.

TSN's **mission** is to be seen and sought out as experts in wellbeing for teachers and staff in education. This is through:

- prevention - research, policy development and campaigns to improve the status of people working in education
- providing responsive and freely available services in crises - providing information, counselling, coaching and grants

As a result TSN is looking for trustees with one or more of the following:

- understanding the health and wellbeing issues that affect people in teaching and all staff in higher education
- understanding issues affecting education staff in retirement
- expertise in counselling, coaching or supporting people in difficulty
- experience on serving on the Board of a charity

### The National Council has 35 members made up of:

20 members appointed from serving teachers and retired teachers and serving and retired members of staff in higher / further education from across England and Wales

Ten members appointed from the National Union of Teachers executive

Five members appointed from the University and College Union executive

This group meet up to four times a year in London. Their role and responsibility includes:

- electing and appointing the Board of Trustees
- appointing an Honorary Treasurer
- having the opportunity to understand and comment on
  - the charity's plans for the future - financial and strategic
  - appointment of Chief Executive
- agreeing changes to the Memorandum and Articles for the charity
- delegating fiduciary, strategic powers and full oversight of organisation to the Board of Trustees

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<sup>1</sup>The charity, Teacher Support Network group consists of two charities: TSN delivering services to trainee, serving and retired teachers, and Recourse the only independent charity providing emotional, financial and practical support to FE and HE staff and to the dependents of both groups.



**The Board of Trustees has 12 Trustees made up of:**

Nine elected from the 20 members sourced from England and Wales - this includes the Chairman

Two selected from ten members appointed from the NUT Executive

One selected from the five members appointed from the UCU Executive

The role and responsibility of the Board includes:

- determining the direction of the charity according to the mission and the strategy to delivery this mission
- establishing the values of the charity and ensuring that these are reflected in the way that the charity operates
- guiding the development of policy and monitoring their deployment
- ensuring that the charity is compliant and well governed
- maintaining proper fiscal oversight
- appointing and supporting the Chief Executive
- taking action through the Executive when any of the above areas are assessed as requiring improvement
- active maintenance of Board development and performance

A Trustee has a legal status and responsibility according to Company and Charity law. (Companies Act 2006 Charities Act 2006) They are required to have regard for:

- the likely consequences of any decision in the long term
- the interests of the company employees
- the need to foster the company's business relationships with suppliers, customers and agents
- the impact of the company's operations on the community and environment
- the desirability of the company maintaining a reputation for high standards of business conduct

The Board of Trustees at the TSN group have undertaken an audit of Board skills and competencies and a programme of development is planned to meet the gaps identified.

40A Drayton Park, London N5 1EW

T +44 (0) 20 7697 2750 F +44 (0) 20 7697 2751 W [www.teachersupport.info](http://www.teachersupport.info) E [enquiries@teachersupport.info](mailto:enquiries@teachersupport.info)

Teacher Support Network is the national, independent charity dedicated to teachers' health and wellbeing. Registered charity no. 1072583. Company limited by guarantee registered in England and Wales, CRN 3661971. Registered office as above.

Recourse is a part of the Teacher Support Network group. Registered Charity Number 1116382. Company limited by guarantee registered in England and Wales, CRN 5874222. Registered office, as above.

Teacher Support Cymru is part of Teacher Support Network. Registered Charity No. 1100771. Company limited by guarantee. Registered in England and Wales, CRN 4738104. Registered office: Unit 9, Cefn Coed Parc, Nantgarw, Cardiff, CF15 7QQ



## What is the process for the appointment of Members and Trustees?

1. Complete the application / nomination form and submit it by the 24<sup>th</sup> February to 40A Drayton Park, London N5 1EW or via website [www.teachersupport.info](http://www.teachersupport.info)
2. If there are more than two applications / nominations for a geographical area, an election will be arranged, taking place between March and May 2012.
3. Where there are one or two applications / nominations - appointments will be made and applicants / nominees informed by phone / post in March 2012.
4. Appointments take effect from 20 June when the National Council will meet in London.
5. At this National Council meeting, the Board of Trustees are elected and the Chairman appointed and they have their first meeting on the 21 June 2012

If you have any questions about this process, contact Katy Smith at TSN on 020 7697 2755 or [katy.smith@teachersupport.info](mailto:katy.smith@teachersupport.info).

### The small print

1. The period of office will be a two-year period from May 2012 to May 2014
2. Nominations must be received before **24 February 2012**
3. TSN is looking for a spread of members from across education and the geography of England and Wales. We are looking for two people for 10 regions of the country. *These are listed in the attachment - ideally a diagram*) Nominees or applicants must be resident in a particular area or available for work in an establishment within the boundaries of a particular region.
4. All nominees or applicants must also be a **current donor** to the teacher support network and have **subscribed £21** to Teacher Support Network in the last twelve months up to 31 December 2011.
5. All nominees or applicants must consent to their nomination
6. Existing members of National council are eligible to stand for a further two year term.
7. National Council members are the members of the Company and from this body; members are elected to the Board of Trustees. Members of the Board of Trustees are directors of the Company and the Board is the governing body of the Teacher Support Network. The Board of Trustees are the legal Trustees of the Company and, as such, are required to assume all legal obligations in that capacity.

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8. All Members, on assumption of Membership, undertake to attend its Meetings regularly to comply with the Memorandum and Articles of Association of the Company. Relevant paperwork will be sent to new National Council members after the election process has been completed.
9. The National Council meets no more than four times annually plus the AGM, in Central London, on dates determined by Council. Meetings commence at 1.30pm and conclude, at latest, by 4.00pm.
10. Travelling and other out-of-pocket expenses are met by the Company.
11. Members are expected to:
  - (a) serve on Sub-Committees if requested;
  - (b) examine and make recommendations on the grants cases referred to them if they serve on the Grants Advisory Board;
  - (c) maintain close contact with people in the profession through direct contact, contact with local TSN Committees, teacher trade unions, other professional associations
  - (d) offer assistance with fundraising and other promotional work

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