

Brief for the appointment of

Trustee



HELPING
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January 2025

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Welcome

Dear candidate

Thank you for your interest in joining the Board of Imperial Health Charity.

So why read on?

Imperial Health Charity exists to support the Imperial College Healthcare NHS Trust and its five hospitals in north west London. We help our hospitals do more, providing extra support for patients, families and hard-working NHS staff through grants, arts, volunteering, and fundraising.

In addition, our charitable remit allows us to also support the National Health Service to relieve sickness and to support the preservation of health, primarily of people living in north west London.

We fund major redevelopments, medical equipment, research, and innovation as well as helping patients and their families at times of sudden and unexpected financial difficulty. Fundraising through major appeals and community events enables us to deliver our programmes and continue our essential work.

With changes in the structure of the NHS across London, we have looked to broaden our work and ensure that we are fulfilling all our charitable objectives to the maximum extent possible in recent years. This has stirred our ambition for growth even further.

Our hospitals are world class and provide acute and specialist care to over 1.3 million people every year. The Trust's clinical care is underpinned by a strong research and education partnership with Imperial College, helping to ensure many of its specialist services are at the leading edge of medical practice worldwide.

Working alongside the Trust's amazing staff, we make a meaningful impact to people's lives – above and beyond what the NHS could otherwise provide – at a time when they may be feeling anxious or distressed about their care. Over the last two years, we've also been expanding our work beyond the hospital walls and into our local communities, and this forms a key part of our strategy moving forward.

So how do we work as a Board, and as a charity?

We aim to work in a spirit of partnership with all our stakeholders, in particular the Trust's senior leadership, three of which also serve as Trustees on the Board. Our role is to support and enhance the outstanding care the Trust provides for patients all year round by collaboration with the Trust and its hospitals. As an independent charity, we believe that close ties with both the Trust, and others, help ensure both good governance by the Board and maximum value for money so our work and our funding generates the greatest possible impact.

As well as the specific qualities and skills we set out in this document, the one element I would emphasise above all else we seek, is that of a Trustee who cares – cares through understanding the demands our beneficiaries have; cares through understanding the pressures on the hospital Trust itself; and cares through ensuring the charity really does make a difference with every penny we spend.

If you'd like to join our dedicated team of Trustees, are interested in supporting some of the most well-known hospitals in the country, and passionate about driving forward vital improvements in healthcare – we'd love to hear from you.

Andreas Raffel

Chair, Imperial Health Charity

Introduction

Imperial Health Charity is the dedicated NHS charity for Imperial College Healthcare NHS Trust, one of the largest in the country. With a clear mission, to help our hospitals do more, we provide extra support through grants, arts, volunteering and fundraising.

For the benefit of patients and NHS staff, we fund major redevelopments, clinical research, and medical equipment at five London hospitals – Charing Cross, Hammersmith, Queen Charlotte's & Chelsea, St Mary's, and the Western Eye – as well as helping patients and their families at times of extreme financial difficulty. In addition, we are constantly looking for other opportunities to extend the scope of our work to improve the health of our communities and take pressure off our already stretched health services.

Supporting the arts in healthcare, we manage an Arts Council accredited hospital art collection and run an extensive arts engagement programme.

We are also particularly proud of our volunteering operation across all five hospitals and in the community, adding value to the work of staff and helping to improve the hospital experience for patients.

Fundraising through major appeals and community events enables us to continue our important work.

Our Impact

£4.36m

funding awarded in 2023/24

2,500+

artworks in our museum accredited collection

176,414

patient interactions recorded by our hospital volunteers in 2024

98%

of NHS staff say we make their hospital a better place to work



Our Strategy (2022-2025)

Our vision

Exceptional care and better health, within our hospitals and in our communities, above and beyond what the NHS alone can provide.

Our strategic objectives

- **Objective 1** – Enhance patient experience throughout the care and treatment journey.
- **Objective 2** – Expand the Trust's capacity to provide outstanding care and improve health outcomes.
- **Objective 3** – Support health and wellbeing for patients in our surrounding communities.

Our key action pillars

- **Patient care** – Drive forward improvements to patient care – in our hospitals and in our communities.
- **Population health** – Enhance the Trust's role as an anchor institution by addressing health inequalities.
- **Service transformation** – Enable transformative innovation projects aligned with the Trust's strategic priorities.
- **NHS staff wellbeing** – Support the mental health, morale and general wellbeing of NHS staff working at the Trust.

Full details on the 2022-25 Strategy can be found [here](#).



Role Overview

Trustee, Imperial Health Charity

Appointment Term

Initially three years, with the possibility of one or (exceptionally) two further three-year terms to be served.

Frequency of meetings

7-10 meetings a year for Board and Committee work. Workload should be less than 2 days/month.

Remuneration

None; reasonable travel expenses for attending meetings will be covered.

Note: Trustees normally also join one of the board committees which typically sit 2 weeks before a board meeting. Committee membership will be discussed with successful candidates on appointment.

Governance

The charity's Board comprises up to 10 Trustees: seven independent members and three representing the NHS Trust. The Chair must be one of the independent Trustees.

The Trustees delegate the day-to-day management of the charity to its Chief Executive, Ian Lush, along with his senior management team and staff – 44 in all. Trustees are responsible for fiduciary and financial oversight and for agreeing the charity's strategy. There are subcommittees, reporting to the Board, which cover the charity's grants, arts, finance and investments, audit, and risk.

The charity works closely with the Trust and takes full account of its overall objectives and strategic direction. The charity is, nonetheless, independent in its decision making and has to make choices in allocating its resources effectively.

Trustees play a key role in ensuring that this is done in a timely, transparent, and efficient manner, and that the impact of its fundraising and grant-making is measured systematically. The charity also works in partnership with other charities and voluntary organisations to maximise its impact.

The Trustee's role on the Board

1. To participate fully and actively in the meetings of the Board and its committees.
2. To contribute to the strategic direction of the Charity
3. To review the performance of the Charity against the key performance indicators approved by the Board.
4. To establish constructive working relationships with fellow Trustees and the Executive, recognising that day-to-day management is the responsibility of the Executive.
5. To act as ambassadors for the Charity externally.
6. To act in accordance with the accepted standards of behaviour in public life and the Charity's values.
7. To exercise the Board's responsibilities in the interests of the Charity as a whole, rather than as a representative of any constituency and to accept collective responsibility for decisions made by the Board.
8. To act fairly and impartially at all times in the interests of the Charity, using independent judgement and maintaining confidentiality as appropriate.
9. To establish constructive working relationships with fellow Trustees and the Executive TEAM, recognising that day-to-day management is the responsibility of the Executive Team.

Person specification

We are looking for two trustees, one with a technology background and one generalist, ideally with some connection to the north west London community and/or a volunteering background.

We are open to applications from candidates for whom this would be the first board appointment.

You will have:

- A commitment to understanding and fulfilling the duties and responsibilities of a governor and maintaining knowledge in this regard through professional development.
- Strong personal commitment to aims and values of the Charity.
- Experience of operating at a strategic and/or corporate level.
- The ability to negotiate outcomes and influence others to agree with those outcomes.
- The ability to analyse complex and detailed information, readily distil key issues, and develop innovative approaches and solutions to problems.
- Ability to operate as an effective member of a team with fellow governors.
- Ability to communicate effectively with a broad range of stakeholders.
- Willingness to devote the time needed to be an effective governor.
- Legally eligible to be a director and a charity trustee.
- Commitment to equality and diversity.
- No envisaged barriers to obtaining DBS disclosure.

Applications are particularly welcome from candidates who have either of the following skills:

IT/Technology

- Professional background in IT, cyber, data management, data analytics or AI

Community connection/Volunteering experience

- We are looking for a trustee to support us to deepen our connection with the Northwest London community
- We are open with respect to the candidates' professional background; ideally someone who has experience in setting up and organising significant volunteering activities



Board of Trustee Meetings

Meeting	Date	Attendees
Board of Trustees	Monday 9 June 2025	Board of Trustees, CEO, SMT
Board of Trustees	Monday 22 September 2025	Board of Trustees, CEO, SMT
Board of Trustees	Monday 1 December 2025	Board of Trustees, CEO, SMT
Board of Trustees	Monday 2 March 2026	Board of Trustees, CEO, SMT



How to apply

Following a longlist meeting of the selection panel, successful candidates will be invited to attend preliminary interviews in **Q1 2025**.

How to apply

Applications for these positions should be made through **Applied**, our online recruitment platform. To apply, please click the link below.

[Applied - Trustee - Imperial Health Charity](#)

If you are unable to apply online, please email Louise Stephens, Head of People, at louise.stephens@imperialcharity.org.uk.

Personal data

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your CV and application documentation.

Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your express consent to process this information going forward. Please also remember not to mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

Safeguarding

At Imperial Health Charity we are committed to the safeguarding and protection of children and adults at risk in our work. We will do everything possible to ensure that only those who are suitable to work with these vulnerable groups are recruited to work for us.

This role is subject to a range of vetting checks, including a criminal records disclosure and automatic disqualification declaration.

Our EDI Commitment

We are committed to helping our hospitals do more for people living in north west London. To do this, it's important that we understand, appreciate and reflect the diverse communities we serve. Our EDI statement outlines our steadfast commitment to ensuring inclusivity and diversity at Imperial Health Charity.

You can read more about our EDI commitments [here](#).

Contact details

For a conversation in confidence, please contact Andreas Raffel at andreas.raffel@imperialcharity.org.uk

We're here to help

We want to make sure that our application processes are as accessible as possible. If you require any of these documents in alternative formats, or require specific support in order to attend an interview, please contact louise.stephens@imperialcharity.org.uk

Also, if you have any comments and/or suggestions about improving access to our application processes please don't hesitate to contact louise.stephens@imperialcharity.org.uk

Application closing date

We are accepting applications until **23.59 on Friday 14th March 2025**.



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