

Learning Disability and Autism Trustee

LinkAble's Vision is of a world where people with a learning disability, autistic people and their families are empowered and supported to live life to the full.

We support people with a learning disability and autistic people to create the life they want to live by providing opportunities that develop skills, confidence, and lasting friendships.

We are a small local charity, with 10 Trustees and a small office team of 10 core staff. We outsource our IT and HR support to local companies.

The Role

We are seeking a suitably qualified and experienced Learning Disability and Autism professional to join our Board of Trustees. The LD & Autism Trustee is a new position and reflects our commitment to enhancing our service delivery and meeting best practice in LD services. The role holder will provide strategic oversight and advise on our children, young people and adult services and provide challenge to our Senior Management Team. You will live in Woking or surrounding area so that you can regularly visit our services.

Key Responsibilities

LinkAble has refreshed its Mission, Vision and Values and created a 3 year Strategic Plan that focusses on organisational growth and development. Key to our future sustainability is to develop new services and revise our business models. We hold a Surrey County Council Shorts Breaks Contract and are about to tender for a new contract for young people and adults aged 16+

- Collaborate with the CEO, Service Managers and services team to support the implementation of LinkAble's 3-year Strategic Plan, focusing on organisational growth and development.
- Provide strategic guidance and oversight on service delivery, ensuring we are safe, adhering to best practice and complaint with regulatory bodies
- Evaluate and advise on initiatives such as support planning, person-centre care, outcomes monitoring, safeguarding, Ofsted and CQC compliance, Positive Behaviour Support, Co-Production principles and so on.
- You will also contribute to our digital transformation project that ensures our parents and carers experience a good customer journey when booking and paying for sessions.
- Ensure the security and GDPR compliance of digital systems
- Review Safeguarding incidents, identify patterns, lead on lessons learned and active learning set sessions and present on the handling of safeguarding concerns to the Board.

- Participate in the Programme Committee sessions, and other relevant committees to contribute your expertise.

What we are looking for

- A demonstrable understanding of and commitment to LinkAble's mission and strategic objectives.
- Knowledge of legal duties, responsibilities, and liabilities associated with trusteeship.
- Strong analytical skills, independent judgment, and a willingness to provide constructive challenge.
- Availability to observe sessions, conduct quality audits and advise the team on embedding new ways of working.
- Ability to work collaboratively as part of a team to support the organisation's vision and mission.
- Willingness to invest the time and effort required to fulfil Trustee responsibilities effectively.

You will provide expertise and experience from similar charities, care providers, special education, local authority commissioning or health boards to be able to question and discuss alternatives with our staff team.

Evening Trustee meetings are held about every 6 weeks (via Teams). Comprehensive Induction and training is provided, as is support from an experienced and knowledgeable trustee and staff team. The LD&Autism trustee will participate in our Programme Committee and other relevant Committees (Fundraising, Risk and Compliance) in addition to the Board Meetings. The time commitment overall is roughly 1-2 days a month.

This is a great opportunity to make the most of your time whether it be by contributing to your local community or building up your skills and experience to aid your future career. LinkAble makes a big difference in the lives of those we support – you will make a big difference to our charity.

There will be plenty of opportunity to get close to the Charity's work, doing quality checks, attending events or Team meetings so you will see for yourself, the impact our services have on the people we support and their families.

What are we looking for?

We are seeking a Trustee with specific LD & Autism skills and experience who has an interest in the work of LinkAble. The more general requirements of a Trustee are:

- A demonstrable understanding of and commitment to LinkAble and its strategic objectives
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship

- An ability to analyse information; use good, independent judgment; and a willingness to challenge constructively when necessary
- An ability to work professionally and respectfully as a member of a team, making collective decisions which support the vision and mission
- A willingness to devote the time and effort needed.

What difference will you make?

As a member of the Board of Trustees you will: -

- Provide strategic oversight and leadership, ensuring that LinkAble pursues its stated objectives through its vision and mission.
- Ensure that LinkAble operates in accordance with the principles of good governance, complying with charity law, company law and any other relevant legislation or regulations.
- Provide guidance and support as LinkAble seeks to grow to reach more customers in Woking and surrounding areas