



TRILOGY

ACTIVE



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**TRUSTEE
RECRUITMENT
INFORMATION**

Established in 2011, Trilogy Active is a not for profit, limited by guarantee Charitable Trust (Registered Charity Number 1145613) and Social Enterprise.

We **Inspire Active Lifestyles** and are recruiting to expand our Board of Trustees to oversee the next phase of the Trust in line with the implementation of our new Strategy and Business Plan.

We are looking for committed individuals who have the time to add value to the Board and make a significant difference to the organisation.

Our Mission is to ‘Inspire Active Lifestyles’

Our aim is to ‘foster working partnerships that support and develop a holistic Wellbeing Service, that encourages Social Change, improves Social Value and increases participation whilst positively encouraging Equality, Diversity & Inclusion’

Our commitment is to ‘maximise service and commercial activity to improve Social Value and Community Wellbeing’

Our vision is to ‘be an innovative Wellbeing Organisation, developing commercial activity to maximize the social impact and social value of the organisation to provide a holistic approach to Wellbeing. A financially stable organisation, with the ability to self-fund its charitable objectives, re-invest in its strategy and leverage opportunities to enhance Wellbeing and Social Value. An organisation that celebrates and promotes diversity’

About the Role

Board Members will have the experience and capabilities to guide the strategic direction of the Trust, with connections within the commercial and voluntary sectors.

Board Members will attend approximately four meetings throughout the year, along with the Annual General Meeting. The meetings typically run for about 1.5 hours.

Board Members are appointed for a period of up to three years. Appointments are renewable for further fixed terms of up to three years.

The roles are on a voluntary basis and are therefore not accompanied by any financial remuneration.

Diversity drives innovation and we are committed to promoting equality, embracing diversity, and enabling inclusion through positive Wellbeing experiences. Trilogy is committed to educating itself, its customers, and its workforce to celebrate equality, diversity, and inclusion.

Trilogy is actively seeking interest from individuals of all backgrounds and we encourage and welcome applications from under-represented groups and people from ethnically diverse backgrounds.

If you are keen to make a difference as a Trustee within an organisation that cares about the positive impact of Wellbeing, this opportunity is an excellent one to consider.

To Apply: Email your Biography with a supporting statement outlining your suitability for the role to **Nicola.Bates@nltrust.org.uk**

For an informal discussion on the role contact John Fletcher, Managing Director on 07766 725823 or email **John.Fletcher@nltrust.org.uk**

More information about the Trust, who we are and what we do, can be found on our website **<https://www.trilogyactive.co.uk/>**

JOB DESCRIPTION

Job Title: **Trustee**

Responsible to: **Chair of Trustees**

TRILOGY CULTURE (BEHAVIOURS & VALUES)

- **One Trilogy Team** - Working together, respect, open & honest, positive communication
- **Encourage Creativity** - Support innovation, try new ideas, adopt change
- **Be Constructive** - Adopt a positive, can-do anything is possible mindset
- **Deliver Excellence** - Provide the Customer experience you want to receive
- **Promote Wellbeing** - Self-care, support others, be active, work/life balance
- **Embrace Diversity** - Champion Equality, Diversity & Inclusion

TRILOGY ROLE AND PURPOSE

Trustees will support the mission to *'Inspire Active Lifestyles' and to foster working partnerships that develop a holistic Wellbeing Service to encourage Social Change, improve Social Value and Increase Participation, whilst positively encouraging Equality, Diversity & Inclusion.*

- Provide leadership and guide the strategic direction of the organisation
- Monitor and be responsible for the performance of the organisation
- Ensure that the organisation complies with relevant legal and regulatory requirements
- Act as guardian and custodian of the organisation's assets
- Ensure that the governance of the organisation is effective

The purpose of every team member is to work in a positive manner as one team to deliver the core values and company strategy. To adopt the behaviours and company culture to promote, encourage and achieve excellence as a Wellbeing organisation to improve the lives of people in our community.

ORGANISATIONAL DUTIES & RESPONSIBILITIES

Provide Leadership and Guide the Strategic Direction of the Organisation

- Act in accordance with, and positively promote, Trilogy policy and procedures
- Work with the team to deliver the best possible customer experience
- Adopt and adhere to Trilogy Safeguarding Policy, Procedures and Practices
- Adopt all Health & Safety and all legal compliance in all areas of the business
- Be accountable for knowing all company processes, policy and relevant information
- Communicate, feedback and promote the company values

INDIVIDUAL DUTIES & RESPONSIBILITIES

Provide Leadership and Guide the Strategic Direction of the Organisation working in partnership with all Trustee's to ensure that:

- The Board provides and acts as a collective voice for the organisation and provides support and guidance to the Managing Director
- The Managing Director displays core leadership values and behaviours in order that they lead the day-to-day operations of the organisation
- To work in partnership with other Trustees, the Managing Director, and Executive Management team to ensure that:
- Trilogy Active has a clear vision, mission, and strategic plan
- Create business, operational, and other plans to support the vision, mission, and strategic priorities

Monitor and be responsible for the performance of the organisation

To ensure management provide timely, relevant, and accurate information which will enable performance to be monitored across all key areas of the organisation's activity, including financial performance, employment obligations, development activity, and regulatory requirements.

- Ensure that the core values of the organisation are embedded in the organisation's culture
- Receive strategic management reports from the Executive team on company objectives
- Hold the Managing Director to account for the management and admin of the organisation

Ensure that the organisation complies with relevant legal and regulatory requirements

- Ensure the organisation complies with legal, regulatory and statutory requirements: Charity Commission, Companies Act, Health and Safety, Employment Legislation
- Have up to date knowledge of the organisation's constitution and charitable objectives
- Agree the levels of delegated powers and ensure they're identified and officially recorded
- To ensure that responsibilities delegated to the Managing Director are clearly expressed and understood, and directions given come from the Board as a whole

Act as guardian and custodian of the organisation's assets

- To ensure that the organisation has satisfactory control systems and procedures in order that assets are invested to the maximum benefit, within the constraints of the law, ethical and other policies laid down by Board
- To ensure that there is a risk management framework in place so that risk is assessed, reviewed and mitigated
- To apply the income and property of the organisation properly, in line with the charitable objects and purpose set out in the governing document
- To act reasonably, prudently, collectively and objectively in all matters relating to the organisation and always act in its interest
- To be accountable for the solvency and continuing effectiveness of the organisation

Trustee Obligations

- Act in the Charity's best interests, taking anything relevant into account
- Respect the Charity's constitution and decisions taken under it
- Be diligent, conscientious, and well informed about the Charity's affairs
- Prepare for Board meetings, be committed and attend them regularly as required
- Analyse information and where appropriate, challenge constructively
- Be able to respect the boundaries between executive and governance functions
- Be able to maintain confidentiality on sensitive and confidential information
- Be able to make collective decisions and stand by them

JOB DEMANDS

Commitment

The Board meets formally at least four times per year. Board Meetings are scheduled throughout the year and an AGM. Board Members may also be required to contribute to specific project / sub groups as they arise from time to time.

ESSENTIAL ATTRIBUTES REQUIRED TO WORK FOR TRILOGY

- Possess the culture, values, and behaviours of the company
- Knowledge and experience in relation to the post
- Ability to learn, develop and accept challenge
- Constructive, open minded and a positive communicator
- A team player who want's others to succeed
- A flexible problem solver

EQUALITY, DIVERSITY & INCLUSION

Diversity drives innovation and we are committed to promoting equality, embracing diversity and enabling inclusion through positive Wellbeing experiences. Trilogy is committed to educating itself, its workforce and its customers to celebrate Equality, Diversity and Inclusion.

Essential attributes

- Commitment to Trilogy Active
- Understanding of the legal duties, responsibilities, and liabilities of Trusteeship
- Willingness to devote the necessary time and effort to the role
- Understanding of the work undertaken by Trilogy Active
- Understands the voluntary sector and social enterprise

Personal Qualities

- Good, independent judgement
- Impartiality, fairness, and confidentiality
- Broad minded and imaginative
- Patient and supportive
- Tact and diplomacy
- Respect for others
- Willingness to learn more skills

Specific Abilities

- Strategic vision & creative thinking
- Working effectively as a team member
- Good communication and interpersonal skills
- Business acumen – business growth
- Adept at conflict resolution and negotiation
- Knowledge of risk management and monitoring frameworks

Experience

- Ideally held previous role(s) for incorporated charitable organisations
- Senior position within a large complex organisation
- Strategy development and review
- Business development (income generation)

Aligned with the Company Values

- One Trilogy Team - Working together, respect, open & honest, positive communication
- Encourage Creativity – Support innovation, try new ideas, adopt change
- Be Constructive – Adopt a positive, can-do anything is possible mindset
- Deliver Excellence – Provide the Customer experience you want to receive
- Promote Wellbeing – Self-care, support others, be active, work/life balance
- Embrace Diversity – Champion Equality, Diversity & Inclusion



Cripps Recreation Centre

Located at Northampton General Hospital and linked directly with the University of Northampton
- 25 metre pool, fitness, and studios

Danes Camp Leisure Centre

Family focussed facility, leisure pool, fitness, studio, health suite, sports hall, and activity rooms

Duston Sports Centre

Fitness, studios, outdoor pitches, activity rooms, sports hall, and treatments rooms

Lings Forum Leisure Centre

Fitness, studios, activity rooms, 25 metre pool, racket sports and sports hall

The Mounts Baths

Art deco 33metre pool, toddler pool, Turkish health suite, fitness, and studio

Trilogy Fitness Peterborough

Fitness and studios

The Forum Cinema

Independent 200+ seater Cinema

Berzerk Soft Play Centre

Large children's play, and activity centre with family laser arena (Lazergeddon)

Health & Wellbeing Team

Delivery of comprehensive programmes of activities within the local Community, promoting Wellbeing opportunities to hard-to-reach groups and to those who are inactive and face barriers to Trilogy facilities.

Thomas Becket Catholic School

Working in partnership to offer out of hours sports and leisure facilities

trilogyactive.co.uk

