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## **Volunteer General Board Director**

### **About Uppertunity**

We are a registered Community Interest Company (a type of social enterprise), working with individuals (16+) with learning disabilities, autism and mental health barriers. We focus on an individual's strengths and aspirations, then work with them to realise their potential, leading to self-worth and independence. We do this through: creative workshops, group and community work, mentoring, skill development programs, meaningful volunteering roles, and jobs. We also run a café (Serendipities) and an upcycle shop (ReBoutique).

Our 4 mission aims are:

1. We believe in equality for all. We empower individuals and help create, develop and maintain purpose and self-worth.
2. We champion the development of mindsets which enable people to reach their optimum self. We use a mixture of methods that bring about an inner resilience, challenging people's perceptions of themselves and their own capabilities of shaping their world.
3. We create social change by demonstrating that everyone has strengths and skills to offer their world. We all have a calling and a purpose we can serve that provides self-fulfilment.
4. We create environmentally sustainable communities through community partnership, education and climate friendly methods.

### **About the volunteer role: General Director**

Uppertunity has recently turned 7 years old, and in these 7 years, we have achieved amazing things. There is still so much more learning and growing to be had, and to aid us in our progress, we are looking for a committed individual to join our Board of Directors. This person will assist with setting and maintaining the vision, mission and values of the organisation, and develop direction, strategy and planning. We are looking for someone with HR or mentoring experience in order to help develop our volunteer and job experiences, or someone with business and community experience to help us develop and provide the best support we can.

### **Duties**

- Set and maintain the vision, mission and values of the organisation.
- Develop direction, strategy and planning.
- Engage with our clients and team, and partake in the organisation's activities to better understand our ethos.
- Actively participate in board meetings and important related meetings. Board meetings occur 6 to 8 times a year.
- Stay informed about board matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
- Participate in fund raising and grant completions for the organisation.
- Keeping up to date on potential opportunities for growth and development.
- Engaging with the sector through forums and local networks.

## Uppertunity

- Assisting with reviews of services, including stakeholders' interviews.
- Establish policies and procedures to govern organisational activity, including guidance for the board, volunteers and staff.
- Make certain that the financial affairs of the organisation are conducted properly and are accurately reported.
- Is an active participant in the board, as well as in annual evaluation and planning efforts.

### **Requirements**

The personal qualities we desire in our directors are:

- A can-do attitude
- A willingness to open up their heart and mind to the intentions of the company
- Build on our ideas to enable us to develop further and achieve our mission aims.
- Ideally someone with experience and knowledge in either the field of health and social care; community learning development; therapy; HR or social enterprise development. These experiences can be either professional or personal. What is important is that the person can draw on these experiences to identify needs that will support the company in taking advantage of gaps and opportunities.
- Good team player, who can also show initiative on their own.
- Be unbarred from working with vulnerable individuals.

### **How to apply**

If you would like to apply for this role, please contact us on [danielledp@uppertunity.co.uk](mailto:danielledp@uppertunity.co.uk). Please provide us with a brief summary of why you would like to join and what skills you can bring.

We look forward to hearing from you.

Danielle Gaffney du Plooy

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