

Gingerbread*

**Fighting to create a world where all
single parents and their children thrive**

Trustee



Gingerbread, the charity for single parent families,
is registered in England and Wales as a
company limited by guarantee, no. 402748,
and a registered charity, no. 230750.

Welcome



Victoria Benson
CEO, Gingerbread

Thank you for your interest in joining the Gingerbread team. This is an exciting opportunity to join a passionate and inclusive organisation making a real difference to single-parent families across England and Wales.

This pack will tell you more about our charity. It includes details of the role you're interested in, how to submit your application and some background information about our history and the work we're doing today.

Gingerbread is the charity for single parents. If you take the next step of your career with us, you'll be joining a small team who punch above our weight in the impact we deliver. We challenge discrimination, and campaign against the inequalities single parents face. We support single parents by providing them with expert advice and information. And we build connections – providing a support network so that no single parent is ever alone.

There are over 1.8 million single parents in England and Wales. Although the majority of them are working, they're twice as likely to live in poverty as couple parents. And too many single parents experience loneliness, worry and the impact of negative stereotypes in the media and wider society. Gingerbread is leading the fight to create a society where all single parents and their children can thrive. We hope you'll consider joining us.

As you'd expect, we're a family-friendly charity. We offer a supportive team culture and good work-life balance, while delivering impressive results. As a single parent myself, I know how difficult (and rewarding) it can be to be part of a single-parent family. I am passionate about the work we do, as are all the team.

We'd be delighted to discuss this role with you so please get in touch by emailing recruitment@gingerbread.org.uk if you'd like any more information. We look forward to hearing from you.



What Gingerbread does

Gingerbread has supported and championed single parents since 1918. Originally called the National Council for the Unmarried Mother and her Child, we've worked for over 100 years to make sure that single parents are not forgotten.

Our campaigns have led to changes in the law. We've influenced the government and challenged stigma and stereotypes. Our expert advice and information help tens of thousands of single parents every year.

Through our policy work, we ensure that our members' concerns and experiences are taken to the heart of Westminster and our in-person and online communities can be found across England and Wales, providing support and friendship to thousands of single parents and their children.

In 2022, we launched our **latest strategy** with a focus on improving the financial situation and the mental health and wellbeing of single parents.

Our annual accounts are available via the **[Charity Commission](#)**.

Our vision

All single parents and their children thrive.

Our mission

We stand with and support single parents to overcome disadvantage, inequality and injustice.

Our values

- **To be brave**
- **To be inclusive**
- **To be trustworthy**
- **To be supportive**
- **To be ambitious**



Working with Gingerbread



Where we work

Gingerbread's office is based in Kentish Town, London; however, our work spans across England and Wales.

Our address is:

Unit B, Mary Brancker House,
54-74 Holmes Road,
Kentish Town, NW5 3AQ

We currently operate a hybrid working environment and support applications from those wishing to work remotely.



Equal opportunities

Gingerbread wishes to actively encourage applicants from diverse backgrounds, including underrepresented communities and single parents.

To help us monitor the effectiveness of our recruitment, please complete a diversity and equality questionnaire on **MS Forms**. This data is completely anonymous, is stored confidentially by our HR department and will not be seen by the selection panel.



What does it mean to be a Trustee for Gingerbread?

Our Board is made up of Trustees and Co-opted Trustees who bring together their skills and experience to provide stewardship to Gingerbread and its staff.

To ensure we do not exclude candidates who cannot commit to being Trustees we do have the option to be a Co-opted Trustee or Advisor to the Board. These roles have different commitment and responsibility levels. If you are interested in exploring this further, please email recruitment@gingerbread.org.uk, and we will arrange a call with a member of our team.

The duties of a trustee are as follows:

- * Ensuring that Gingerbread pursues its stated objects, as defined in the governing document, by developing and agreeing a long-term strategy.
- * Ensuring that Gingerbread complies with its memorandum and articles of association, charity law, company law and any other relevant legislation or regulations.
- * Ensuring that Gingerbread applies its resources exclusively in pursuance of the charitable objectives.
- * Ensuring that the organisation defines its goals and evaluates performance against agreed targets.
- * Safeguarding the good name and values of Gingerbread.
- * Ensuring the effective and efficient administration of Gingerbread, including having appropriate policies and procedures in place.
- * Ensuring the financial stability of Gingerbread.
- * Protecting and managing the property of Gingerbread and ensuring the proper investment funds.
- * Following proper and formal arrangements for the chief executive's appointment, supervision, support, appraisal and remuneration.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.



What are we looking for?

Person specification for Gingerbread Trustees:

- * Commitment to Gingerbread's vision, mission, and values and to our work to improve the lives of the UK's 1.8 million single-parent families is essential, as is commitment to make time available for the Trustee role.
- * Experience as a single parent, growing up in a single-parent family or working on issues that affect single parents is desirable.
- * A willingness to devote the necessary time and effort
- * Strategic vision
- * Good, independent judgement
- * An ability to think creatively
- * A willingness to speak their mind
- * An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- * An ability to work effectively as a member of a team

In addition to the skills outlined above, we are looking for Trustees with the following experience and capabilities:

- * Fundraising, particularly around Trusts and Statutory Fundraising, Corporate pitch development, and Individual Giving experience. As well as experience developing Fundraising and Engagement strategies.
- * Financial management, mainly focused in the charity sector.
- * Legal, HR, IT, and GDPR are also skillsets we are also interested in recruiting.



Commitment



Below we will set out the time requirements for Trustees joining Gingerbread, however we do not want to exclude candidates who cannot meet the time commitments of being a full Trustee, therefore there is the option to be a Co-opted Trustee or Advisor to the Board. If you are interested in exploring this further, please email recruitment@gingerbread.org.uk, and we will arrange a call with a member of our team.

Trustees generally meet for full Board meetings a minimum of five times a year. Each of these meetings is two hours long and is typically held in the evening. Trustees would need to allow for preparation time ahead of these meetings. To ensure enough time is allowed, the Senior Management Team shares papers one week in advance.

In addition to these Board meetings, there are typically 2 Board strategy days a year; these are either full or half-day meetings looking at a strategic aim of the organisation.

Depending on their skill and background, Trustees may be asked to join one of the Subcommittees of the Board, in which case there are likely to be more frequent meetings required, and any applicants should be able to accommodate this.

We are seeking individuals who can play an active role in Gingerbread and work with the rest of the Board and the Senior Management Team to help Gingerbread achieve its strategic aims and mission.



How to apply



If you are interested in becoming a Trustee for Gingerbread, please send your CV and a cover letter detailing your motivation for becoming a Gingerbread Trustee and how you meet the person's specifications to recruitment@gingerbread.org.uk.

If you have any questions about your application or the application process, please contact the HR team at recruitment@gingerbread.org.uk.

The closing date for expressions of interest will be the 21st of July, candidates will be contacted after this date to arrange interviews.

