

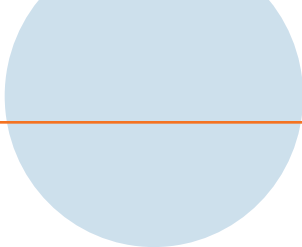


supporting independent living

# Chair of the Board of Trustees

Recruitment Pack





---

# Hello!

**Thank you for your interest in becoming the next Chair of Trustees at WECIL. We are delighted that you are considering joining us at this exciting time in our journey.**

WECIL (West of England Centre for Inclusive Living) is one of the largest Disabled People's Organisations (DPOs) in the UK, led by and for Disabled people. For over 30 years, we have supported Disabled people across the West of England to live independently, exercise choice and control, and participate fully in their communities.

Everything we do is rooted in the Social Model of Disability and the principles of Disability Equality. We believe Disabled people are the experts in their own lives, and we work to challenge the barriers that prevent equal participation and opportunity. Through high-quality services, advice, advocacy and support, we help thousands of Disabled people and their families each year.

As a user-led organisation, lived experience is at the heart of our leadership and decision-making. At least 75% of our Trustees are Disabled people, ensuring our governance remains accountable to the community we serve.

As Chair, you will have the opportunity to help shape the future of a respected and influential organisation, working alongside our Board and leadership team to advance the rights, independence and inclusion of Disabled people.

Thank you again for your interest in WECIL. We hope this recruitment pack gives you a sense of who we are, what we stand for, and the impact we are working to achieve. We look forward to hearing from candidates who share our values, ambition and commitment to creating a more inclusive society.



## Our Values

- **Disability Rights:** We consistently challenge barriers and discrimination, with the power of Disabled people's voices driving change
- **Inclusion:** We put equity and accessibility at the heart of what we do, respecting identity, welcoming difference, and creating change together.
- **Honesty:** We do what we say and say what we do, we will make decisions together and have the courage to hear what we can do better.
- **Listening:** We listen with care to understand what matters to our community and respond with thought and action.
- **Creativity:** We encourage ideas and innovation, creating new and better ways to make a difference.

---

# The Chair of Trustees Role

## **Start Date**

Our current Chair's term ends in October. We are therefore looking for someone to begin working with us in time to shadow the September Board meeting, allowing for a smooth and supportive handover period.

## **Salary**

Charity Trustees may not be paid for their work as a Trustee however they are entitled to be reimbursed for reasonable expenses incurred during their duties as a Trustee

## **Commitment**

The Board meets quarterly (four times per year), alongside two annual Strategy Days and the Annual General Meeting. Trustees are expected to prepare for meetings by reviewing papers in advance. In addition, Trustees typically participate in at least one Board Sub-Committee, which meets quarterly.

As Chair, you will lead Board meetings, chair the Executive Committee, and work closely with the CEO through regular meetings, ongoing support and supervision, and the annual appraisal process.

We anticipate the role will require approximately 6–8 hours per month, although this may vary depending on organisational priorities and key projects. Meetings are held in a hybrid format, with both in-person and remote attendance options available to ensure accessibility and inclusion.

## **Term**

Trustees are appointed for a three-year term of office and are elected at the Annual General Meeting. On completion of each term, Trustees may seek re-election, subject to a maximum of three consecutive three-year terms (up to nine years of continuous service).

## **Location**

WECIL is based in Bristol, with its office located at The Vassall Centre (BS16 2QQ). We are seeking a Chair who has knowledge of our local region - which covers B&NES, Bristol, North Somerset and South Gloucestershire - and can attend meetings in person.

---

As Chair of Trustees, you will lead the Board of WECIL in ensuring the organisation remains well governed, financially sustainable and focused on delivering its charitable purpose.

As both a registered charity and a company limited by guarantee, WECIL relies on its Trustees to provide strategic leadership, oversight and accountability. Trustees are collectively responsible for setting the organisation's direction, safeguarding its assets and reputation, ensuring legal and regulatory compliance, and holding the executive team to account for delivering against agreed objectives.

As Chair, you will provide leadership to the Board, creating an inclusive and collaborative environment that enables Trustees to contribute their expertise, lived experience and insight. You will chair Board meetings, support effective decision-making, and ensure the Board remains focused on WECIL's mission, values and strategic priorities.

Working closely with the Chief Executive Officer, you will support and challenge the executive team, helping to ensure WECIL continues to deliver high-quality services while responding to opportunities and challenges in an evolving environment. You will also play an important ambassadorial role, representing WECIL externally and helping to strengthen relationships with members, partners, funders and stakeholders.

This is a unique opportunity to help lead one of the UK's largest Disabled People's Organisations, championing Disability Equality, Independent Living and the rights of Disabled people while shaping the future of an organisation with significant influence across the region and beyond.

---

# Chair Responsibilities

## Key Tasks and Duties

- Provide visible leadership for Disability Equality, Independent Living and the Social Model of Disability, ensuring these principles are reflected throughout WECIL's governance, strategy and culture.
- Champion the voices, rights and aspirations of Disabled people, ensuring WECIL remains accountable to its members and the wider Disabled community.
- Foster a culture where lived experience is valued equally alongside professional expertise and is central to Board decision-making.
- Ensure the principle of "Nothing About Us Without Us" is reflected throughout WECIL's governance, strategy and decision-making.
- Support WECIL's role as a leading Disabled People's Organisation, helping to influence policy, practice and systems change locally, regionally and nationally.
- Chair Board meetings and ensure informed, strategic decision-making that advances WECIL's mission and values.
- Support and challenge the organisation to address inequality, remove barriers and create positive systems change for Disabled people.
- Ensure equality, diversity, inclusion and accessibility are embedded within Board decision-making and organisational leadership.
- Keep the Board focused on WECIL's strategic priorities and charitable purposes.
- Provide clear direction on Board policies, priorities and governance matters.
- Maintain impartiality, fairness and objectivity in all Board discussions.
- Support effective relationships between Trustees, Sub-Committees and senior leadership.
- Serve as a Director of WECIL Social Enterprise Ltd.



## Executive Leadership and Performance

- Lead regular reviews of Board performance and effectiveness.
- Work with the CEO to set meeting agendas that are strategic, focused and aligned with WECIL's priorities.
- Support the development of the Board, including oversight of Trustee induction, training, appraisal and succession planning.
- Address conflict within the Board or organisation, working with the CEO to support resolution and maintain healthy governance relationships.
- Maintain regular communication with the CEO to stay informed about WECIL's activities and provide appropriate support.
- Lead the process for appraising and supporting the CEO's performance.

---

# Trustee Responsibilities

## Legal, Regulatory and Governance Duties

- Ensuring compliance with WECIL's governing documents, Charity Law, Company Law and all other relevant legislation and regulations.
- Ensuring WECIL operates solely to further its charitable objects and that resources are used exclusively for those purposes.
- Overseeing strong governance, effective administrative systems and robust policies.
- Protecting and managing WECIL's assets, including the responsible investment and stewardship of funds.
- Act with reasonable care and skill, and in the best interests of the charity.

## Strategic Leadership

- Ensuring the Social Model of Disability, Disability Equality and the principles of Independent Living are embedded throughout WECIL's strategy, governance and decision-making.
- Setting and upholding WECIL's vision, mission and values.
- Setting organisational goals, monitoring performance, and evaluating progress against agreed targets.
- Promoting the Social Model of Disability and embedding disability equality in all decisions.
- Oversee organisational risk, ensuring regular review and appropriate challenge.

---

## Board Contribution and Decision Making

- Scrutinising Board papers, identifying key issues and contributing to informed decision making.
- Leading or participating in discussions and providing professional or lived experience insight.
- Championing WECIL's values and safeguarding its reputation.

## Committee and Panel Participation

- Serving on at least one Board Sub-Committee (People Sub-Committee or Finance Sub-Committee) and contributing to its work.
- Participating in organisational panels as required, including recruitment, appraisals, job evaluations, complaints, disciplinary matters and probation reviews.





## General

- Have a deep understanding of the Social Model of Disability, advocating for inclusive practices that focus on removing barriers that Disabled people might face, and empowering them to have choice and control over their lives.
- Have a thorough understanding and commitment to equality, diversity and inclusion and treating all people with dignity and respect.
- Work within WECIL's policies and procedures including GDPR and Safeguarding requirements.
- Act as an ambassador for WECIL, representing the organisation publicly and building key external relationships.
- Take responsibility for your own health and safety and the health and safety of those around you, complying with WECIL's relevant policies and procedures.

This list is not an exhaustive task list, and you may be required to complete other tasks to further the mission and objectives of WECIL.

---

## **Accountability**

Trustees are accountable for the overall governance and functioning of WECIL. They are responsible to:

- Customers
- WECIL members
- Funders and partners
- The Charity Commission
- Companies House

They must remain informed about WECIL's governing documents, constitutional structure and the expectations of its stakeholders.

## **Eligibility Criteria**

In accordance with Section 72(1) of the Charities Act 1993, an individual is disqualified from serving as a Trustee if they:

- Have an unspent conviction for an offence involving deception or dishonesty.
- Are an undischarged bankrupt.
- Have been removed as a Trustee by a court or by the Charity Commission.
- Are subject to a disqualification order under the Company Directors Disqualification Act 1986.

# Who we are looking for

We are seeking an inspiring and collaborative leader who is passionate about advancing the rights, independence and inclusion of Disabled people.

You will bring strategic thinking, sound judgement and a commitment to good governance. You will understand the importance of balancing ambition with accountability and be comfortable providing both support and constructive challenge.

You do not need previous experience as a Chair, but you will have experience of leadership, committee or board environments, and the ability to build consensus, facilitate discussion and guide effective decision-making. You will be an excellent communicator, able to develop positive relationships with Trustees, senior leaders, members and external stakeholders.

Most importantly, you will share WECIL's values and commitment to the Social Model of Disability. You will understand the barriers Disabled people face and be motivated to challenge inequality and create lasting change.

As a Disabled People's Organisation, WECIL is governed by Disabled people. The Chair of the Board must be a Disabled person and a strong advocate for Disability Equality, Independent Living and the Social Model of Disability.



---

# Person Specification

## Essential

- To be a Disabled person.
- Have a strong understanding of the Social Model of Disability, Disability Equality and the barriers Disabled people face.
- Be committed to Independent Living and to Disabled people leading the decisions, organisations and movements that affect our lives.
- Understanding of the role and importance of Disabled People's Organisations and the principle that Disabled people should lead organisations that represent them.
- Commitment to advancing equality, diversity, inclusion and anti-discriminatory practice across WECIL and its governance.
- Commitment to WECIL's mission and values.
- Strong strategic leadership skills and the ability to support long-term organisational development.
- Strategic vision.
- Experience of governance, committee work or leadership at a senior level.
- Ability to build productive relationships with Trustees, members, staff, partners and stakeholders.
- Tact and diplomacy.
- Strong communication, facilitation and influencing skills.
- Ability to chair meetings effectively and foster inclusive decision-making.
- Commitment to WECIL's mission, values and member-led approach.
- Willingness to devote the necessary time and effort to fulfil the responsibilities of the role.



---

## Desirable

- Experience of chairing a board or committee.
- Experience within a Disabled People's Organisation.
- Understanding of health and social care, direct payments, personalisation or Independent Living services.
- Experience of organisational growth, transformation or systems change.
- Experience of promoting equality, diversity and inclusion at a strategic level.
- Experience of working with public bodies, commissioners, regulators or national policy-makers.

## Personal Qualities

- Passion for Disability Equality and social justice.
- Commitment to amplifying the voices of Disabled people.
- Collaborative and empowering leadership style.
- Integrity, openness and accountability.
- Courage to challenge discrimination and inequitable practice.
- Sound judgement and strategic thinking.
- Tact and diplomacy.
- Excellent interpersonal skills.
- Ability to respect confidentiality whilst maintaining transparency and accountability.

# The Application Process

The deadline for applications is Monday 10th August. You can apply by visiting the recruitment website: [Click here](#)

You will be asked to submit a CV and complete an application form, where you will be asked to answer three questions (300 words per question):

- Why are you interested in becoming Chair of WECIL, and how do your personal values align with our mission and values?
- What skills, knowledge, experience and achievements make you a strong candidate for this role?
- What do you believe are the biggest barriers to Disability Equality today, and what role should a Disabled People's Organisation such as WECIL play in addressing them?

Interviews will be held in person and will provide an opportunity to explore your application in more detail, particularly your experience, motivation and alignment with WECIL's goals. The panel will include our CEO, Dominic Ellison, the current Chair of Trustees, Victoria Kaye, and two additional Trustees.

If you have any questions or would like to arrange an informal conversation about the role, please contact Matilda at [matilda@atkinsonhrconsulting.co.uk](mailto:matilda@atkinsonhrconsulting.co.uk).

Apply now: [Click here](#)

---

## Learn more about WECIL

Website: [wecil.org.uk/trustee-recruitment](https://wecil.org.uk/trustee-recruitment)

Impact Report: [WECIL 2025/26 Impact Report](#)

Strategy: [WECIL 5 Year Strategy](#)



supporting independent living

**Address:** The Vassall Centre, Gill Ave, Fishponds, Bristol, BS16 2QQ

**Telephone:** 0117 947 9922 | **Charity Number:** 1053515

[www.wecil.org.uk](http://www.wecil.org.uk)