



TRUSTEE RECRUITMENT DETAILS PACK



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ABOUT US

Since we were established in 1994, we have provided frontline services and delivered campaigns to improve the lives of people affected by OCD. OCD Action is a well-established and respected organisation within the sector, with a big vision.

The average delay between people with obsessive compulsive disorder (OCD) experiencing clinically significant symptoms and seeking help is 6-7 years. (Robinson, Rose and Salkovskis 2017). When people do finally reach out for help, OCD is frequently misdiagnosed, and there are long waiting lists for quality OCD-specific treatment. There is a huge shortage of support in the UK for people with OCD at every stage of their journey to recovery. OCD Action supports people to navigate the pathways to treatment, facilitates community connection, and fights for system change.

Vision: We have a vision of a time when OCD is well understood, and everyone gets the treatment and support they need, when they need it. With the OCD Community, we are fighting for this. Until that day arrives, we are working to ensure everyone affected by OCD has access to high quality support, information, and guidance. We are working to ensure the voice of our community is heard by those who can change the agenda.

For 25 years we have been at the centre of the OCD Community. This ensures we are rooted in practical experience and guided by the needs of people facing OCD. We partner with and are referred to by many mental health services and organisations including: Rethink Mental Illness, MIND, Young Minds and Student Minds. We have strong links with all the specialist treatment centres for OCD and work alongside key charities working in our field such as Maternal OCD, the BDD Foundation, and the International OCD Foundation.

OUR WORK AND IMPACT

OCD affects 1-2% of the population, approximately 750,000 people in the UK. It is characterised by distressing intrusive thoughts which cause intense anxiety, and repetitive, time-consuming behaviours which severely impair people's ability to lead the life they want.

OCD is serious and debilitating, but it is treatable, with the right support and quality OCD-specific treatment.

In order to achieve our vision of a time when OCD is well understood and everyone gets the treatment they need we have set our sights on playing our part in reducing the duration of untreated illness for as many people in the UK, affected by OCD, as possible. There are four areas we are focused on which we think will drive particular change in this area:

- **Ensuring everyone affected by OCD can access high quality support and information that helps them seek treatment as early as possible.**
- **Equipping health and education professionals with practical tools, training, and resources to recognise OCD early and guide people to appropriate care.**
- **Challenging stereotypes and misconceptions, and changing how OCD is understood and talked about across society.**
- **Providing digital information, education, and direct support so young people can understand their experiences and access help early.**

OUR WORK AND IMPACT

Helpline - a national telephone and email line, led by trained volunteers with lived experience of OCD, offering one-to-one support and information to over 3,500 people each year.

Support Groups - we run 45 Online Support Groups providing over 1,300 people with OCD (and related conditions) with regular peer support and networks.

HelpHub - a vital source of information, lived experience films, and links to monthly webinars. Last year we supported over 130,000 people through our online hub.

Youth Support - Helpline, Support Groups, information resources, and The Bridge, a service to support young people and their families while they wait for treatment, to help young people under 25 who are affected by OCD. We support around 800 young people each year to access treatment at the earliest point.

OUR TRUSTEES, LEADERSHIP AND MANAGEMENT

OCD Action's Board of Trustees is responsible for the strategic direction of the organisation and holds legal responsibility for the charity, whilst operational decision-making is delegated by the Board to the Chief Executive. The services are led by our service managers.

Our Board of Trustees is currently made up of 7 experienced and active Trustees.

Kath Howell (Chair)
Sarah Hindley (Vice Chair)
Jay Dias (Treasurer and Chair of the Finance and Fundraising Committee)
Beth Kerr
Chloe Volz
Catherine Benfield
Faizal Musa

OCD Action is proud to have Piers Watson as our Chair Emeritus. As Chair Emeritus, Piers maintains and enhances relationships with stakeholders, old and new, and advocates for the charity in the public sphere.

We have a staff team of 8.

Adebiyi Dasalu – Senior Digital Communities and Fundraising Officer
Cara Gordon – Communications, Engagement and Fundraising Manager
Christian Bower – Helpline Manager
Eden Difley - Operations and Supporter Care Officer
Keira Bartlett – Groups and Youth Services Manager.
Lana Choufani – Helpline Co-ordinator
Lauren Tribe – Services Co-ordinator
Leigh Wallbank – CEO

Our work is made possible by a team of around 90 committed volunteers, and we also have over 250 Members who contributes to ensuring that the voice of people with OCD shapes and informs all our work. In addition, we operate with a lived experience leadership model, meaning people's personal experience of OCD directly influences our strategy and decision making. We have an established Young People's Co-production Panel, which shapes our young people's work and are embedding a People of Colour Co-production Panel into our service design and delivery approach.

EQUALITY, DIVERSITY AND INCLUSION

Equality is core to our organisational mission - we are fighting for equality of access to treatment for everyone affected by OCD, ensuring everyone gets the support and treatment they need when they need it. We aim to lead by example.

We believe that diversity drives improvement and creativity. This fosters the environment needed to ensure we can do and be the best we can for the OCD community. So, we are actively creating diverse and inclusive teams and environments from which we can constantly learn. We are excited for what we can achieve when we work together

ROLE DESCRIPTOR

First and foremost, we are looking for individuals who are interested and able to fulfil the statutory duties of a Charity Trustee but are hoping for individuals who also bring some particular specialist skills to the table.

Statutory Duties

As a member of the Board of Trustees, you would share the ultimate responsibility for directing the affairs of OCD Action, ensuring that it is solvent, well run, and delivering its charitable outcomes for the benefit of our beneficiaries. We have recently developed a new strategy, and all Trustees will maintain oversight of its delivery.

ROLE DESCRIPTOR

Statutory Duties

The Charities Act defines charity trustees as those responsible under the charity's governing document for controlling the administration and management of the charity. The duties of a trustee are as follows:

- Ensuring that the organisation pursues its stated objects (purposes), as defined in its governing document, by developing and agreeing a long-term strategy
- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure the organisation uses its resources exclusively in pursuance of its objects: the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of OCD Action
- To ensure the effective and efficient administration of OCD Action, including having appropriate policies and procedures in place
- Ensuring the financial stability of the charity
- Protecting and managing the property of the charity and ensuring the proper investment of the charity's funds
- To appoint the Chief Executive Officer and monitor his/her performance.

Specialist Skills

We are looking for candidates who are able to use their specialist skills to benefit the organisation. 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.

In particular we are looking for anyone with experience at a leadership level in:

- **Finance**
- **Digital / AI**
- **Data**
- **Clinical expertise in supporting adults with OCD**

ROLE DESCRIPTOR

Time Commitment

Trustees are expected to undergo an induction programme including introductory meetings with Trustees and key staff prior to their first board meeting.

Board meetings are currently held five times a year from 6:30 - 8:30 pm on a Tuesday or Wednesday, via Teams.

In addition, where possible Trustees are asked to attend the AGM and Strategy Day.

Trustees may join a Board Subcommittee, if possible.

Board Subcommittees

- People and Culture
- Finance and Fundraising

There are low levels of input and advice requested from Trustees around this formal timetable, however for those who wish there are opportunities to become more involved in supporting projects and services in line with interests and skillsets.

The role is not remunerated but Trustees can claim reasonable out of pocket expenses incurred in travelling to meetings.

There is no minimum or maximum term that anyone can remain a Trustee, but one third of Trustees must step down at each AGM, starting with those who have been in post for the longest term. All can re-stand for election.

PERSON SPECIFICATION

Experience, knowledge and skills	Essential	Desirable
Experience		
Experience of working collaboratively with others to reach clear decisions	✓	
Experience in a non-exec or Trustee Role		✓
Senior leadership experience in your professional field	✓	
Knowledge		
A knowledge of the Charity Sector landscape		✓
An understanding of the legal duties, responsibilities and liabilities of Trusteeship		✓
Understanding of good governance principles	✓	
Knowledge of risk management and compliance	✓	
Skills		
An ability to work effectively as a member of a team and to take decisions for the good of OCD Action	✓	
Ability to think strategically rather than operationally	✓	
Ability to evaluate information objectively	✓	
Confidence to ask questions and seek clarification	✓	
Personal attributes and values		
A strong commitment to and passion for the Vision and Values of OCD Action	✓	
Empathy with the needs of those with OCD	✓	
Committed and Reliable; able to offer the time the role requires	✓	
Ability to think creatively	✓	
High ethical standards	✓	
Compassion	✓	
Resilience	✓	

HOW TO APPLY

To apply, please send your CV and a covering letter to chair@ocdaction.org.uk by 11:59 on Sunday 28 June.