

FINANCE TRUSTEE INFORMATION PACK

April 2019

Welcome

I am delighted that you are considering joining us at The Brain Tumour Charity. We hope this information will help you understand a little more about The Brain Tumour Charity and our ambitious plans for the future.

Every day 27 people are diagnosed with a brain tumour - that's over 9,600 people every year. Brain tumours are the biggest cancer killer of the under 40s, including children. Survival rates have not improved over the last 40 years - just 19% of people survive for 5 years or more and over 5,000 people lose their lives every year to a brain tumour.

The Brain Tumour Charity is a medium-sized, vibrant and growing charity, formed in 2012 as a result of a merger between three charities. We have around 130 staff based in Farnborough and regionally around the UK.

We are committed to investing £32.5million into world-class, pioneering research over the next five years, as well as driving down diagnosis times and improving life today through our vital support and information services. Our income is growing year on year and in 2018/19 we expect to have raised £10.8m, an increase of 15% over the previous year and we do not receive any government or statutory funding.

We are currently seeking a Trustee to join our experienced Board that has finance expertise.

If you are seeking such a voluntary role and share our ambitions, we would like to hear from you.

Jack Morris CBE

Chair of Trustees

Charity overview

The Brain Tumour Charity is at the forefront of the fight to defeat brain tumours, making a difference every day to the lives of people with a brain tumour and their families.

We fund pioneering research to increase survival and improve treatment options. We raise awareness of the symptoms and effects of brain tumours to get earlier diagnosis and to help families cope with everything that the diagnosis of a brain tumour brings. We provide support for everyone affected so that they can live as full a life as possible, with the best quality of life.

We are committed to having the biggest possible impact for every person affected by a brain tumour, to defending the most amazing part of the human body, so that getting the diagnosis of a brain tumour no longer means a death sentence.

Brain tumours are different to other cancers, as they affect the part of you that makes you who you are. Living with a brain tumour has a significant impact on quality of life, as evidenced through recent

research, resulting in the publication of *'Losing Myself: The Reality of Life with a Brain Tumour'*. We believe that fighting brain tumours on all fronts through research, awareness and support is the only way to save lives, reduce long term disabilities and help everyone with a brain tumour and their families cope with everything that the diagnosis of a brain tumour brings.

We are members of the Association of Medical Research Charities, The Information Standard, The Helplines Partnership and the Fundraising Regulator.

Our vision

Our vision is for a world where brain tumours are defeated.

Our mission

We fight brain tumours on all fronts through research, awareness and support to save lives and improve quality of life.

- **We fund pioneering research** to find new treatments, improve understanding, increase survival rates and bring us closer to a cure
- **We raise awareness** of the symptoms and effects of brain tumours, to reduce diagnosis times and make a difference every day to the lives of people with a brain tumour and their families
- **We provide support and information** for anyone affected to improve quality of life

Our values

Our values underpin our culture, the way we do things and what we believe in. We are:

Pioneering

We are relentless and courageous in the pursuit of our vision, seeking new ways to make a difference. We are determined to remain at the forefront of this disease, funding pioneering, innovative research that makes breakthroughs to save lives.

We will always do what is needed, even if it's not easy, to achieve excellence.

Passionate

People are at the heart of our charity. We are passionate about finding a cure and ensuring that everyone affected has the highest quality of life and chance of survival.

We respect and respond to every individual who supports us or who we support in our endeavour to find a cure.

Collaborative

We will only achieve our vision by building networks, partnerships and a strong brain tumour community. We collaborate and value everyone's contribution - people with a brain tumour, their families and friends, fundraisers and donors, researchers and healthcare professionals.

We will only make a lasting impact and drive change through working together.

Smart

We are focused and intelligent in our approach to defeating brain tumours, providing accurate, relevant and valuable information and always learning, understanding and innovating to improve our charity.

We are the experts you can trust to give you the information you need and to make a difference.

Our five year strategy (2015-2020)

In May 2015 we launched our new, ambitious five year strategy *'Defeating Brain Tumours'*, which has two clear goals - to double survival and halve the harm that brain tumours have on quality of life. We are committed to having the greatest possible impact for everyone affected by a brain tumour in the UK, to defending the most amazing part of the human body and together defeating brain tumours. We

have set ambitious goals as we know these are the only way we will see a real and lasting difference for people with a brain tumour, so that getting a diagnosis no longer means a death sentence.

Double survival within 10 years in the UK

Our goal is to halve the average years of life lost to a brain tumour from 20.1 to 10 years by 2025.

Halve the negative impact that brain tumours have on quality of life

Our goal is to halve the harm caused by brain tumours by 2020, from a baseline measure which we will agree with clinicians and patient groups.

The full strategy can be viewed at: www.thebraintumourcharity.org/defeatingbraintumours

Our priorities

To achieve our goals, we have established six key priorities to direct our activities, engage the brain tumour community and make the changes vital for success.

A cure can't wait

We will invest in forward-thinking, outcomes-orientated and patient-focused research. We will bring about global collaboration to speed up the time it takes to turn discoveries into treatments and cures. Our research strategy was launched in December 2014 and takes its name from this priority – *A Cure Can't Wait* – available in full at: www.thebraintumourcharity.org/about-us/our-strategy

Every patient is a research patient

We will make sure every patient is able to contribute to research and clinical trials, as this gives them faster access to treatments, better care and the opportunity to help defeat this disease.

Early and accurate diagnosis

We will work to reduce diagnosis times and improve accuracy of diagnosis so that brain tumours are treated earlier, with the best possible treatment at the right time.

Equal access to the best treatment and care

We will work to ensure every person with a brain tumour has the same access to high quality treatment, care and information regardless of postcode, age or tumour type.

Improving life today

We will provide information and support to help every person to navigate the system and improve their quality of life.

Components of success

With our clear goals and values to guide how we achieve them, our success will be built on:

- Smart communications – with a digital first focus
- A lean and scalable organisation – ratio of charitable to non-charitable spend at 80:20
- A high-performing team – a shared vision of the future, encouraging autonomy and forward thinking
- Learning organisational culture – increasing knowledge, competence and performance
- Sustainable funding – we aim to raise £12m / year by 2020.

Our team and culture

Our diverse team come from all walks of life. From doctors, social workers, marketing specialists and corporate professionals to those who have been personally affected by the loss of a loved one from a brain tumour, we are united in our battle to defeat this devastating disease.

We are small enough to make decisions quickly, be pioneering and seize opportunities as they arise, whilst maintaining a professional approach. Our team are given a high level of autonomy and encouraged to seek solutions, share their views and see challenges as opportunities, in a culture of accountability and responsibility.

We are a non-hierarchical team that believes in, and evidences, our values every day. Along the way, we face many tough challenges but fun is always on the agenda. A positive team environment is a productive and successful one.

Our culture video was developed, scripted and voiced by the staff team – you can watch it here:

www.thebraintumourcharity.org/about-us/join-the-team/

The role of Trustee

This is a key voluntary role on the Board of Trustees helping to ensure that The Charity remains on a sound financial footing as the organisation moves forward through a period of growth and change. This is a unique opportunity for an individual to play a pivotal role in ensuring the success of the organisation as well as to make an impact on the lives of those affected by brain tumours.

Supporting the Chair of the Board and the Chair of the Finance Committee, and in partnership with the Director of Finance and Governance and Chief Executive you will ensure that The Charity is run on a sound financial basis and act as a high level representative for The Charity. The trustee will act as cover for and potential successor to the current Chair of the Finance Committee.

The Board meets four times a year with Committee meetings three times a year and occasional events. The Trustee would also be expected to be in regular email and phone contact with the Director of Finance and Governance and CEO and meet as necessary. The time commitment for this trustee is likely to be around one day per month. The term of office is three years renewable for a further term.

The position of Trustee is voluntary, but reasonable expenses will be reimbursed by the Charity.

Person specification

The Brain Tumour Charity wishes to encourage applicants from a wide variety of backgrounds who will bring considerable senior leadership experience. They will be an experienced qualified accountant. They must be able to provide oversight and a balance of support and challenge as well as ensure high standards of probity and governance for the Finance team. Perhaps most importantly, they will be passionate about The Brain Tumour Charity's vision, mission and values and will be an effective ambassador for the organisation.

S/he must be a qualified accountant and able to demonstrate:

- A strong track record in finance within leading complex and growing organisations.
- Previous experience of the third sector and charity accounting is desirable.
- Experience of managing investments.
- The ability to communicate financial concepts to non-finance trustees.
- Successful private sector experience as well as the ability to demonstrate commercial acumen.
- The necessary networks and contacts to assist the Charity in achieving its goals as well as high level interpersonal skills, a collaborative approach to working and the ability to persuade and influence as well as promote the interests of the Charity.
- A strong empathy for the aims, objective and activities of The Brain Tumour Charity.
- Integrity and judgement with a strong commitment to evidencing the values of the Charity.
- An excellent, confident and persuasive communicator.
- A good sense of humour with the desire to be part of a high energy and dynamic organisation that often addresses difficult issues but is equally committed to having some fun doing it.
- Experience of fundraising, particularly with major donors, as well as an understanding or knowledge of the needs of those personally affected by disease is desirable.

Location

The Charity is based in Farnborough although they fund research across the UK and overseas.

Most meetings are held in London.

How to apply

To apply, please send your CV (including comprehensive details of key achievements and responsibilities) along with a short covering letter of application to **volunteering@thebraintumourcharity.org**. In your covering letter, please summarise your motivations for applying for the role and address the role description, key competencies and person specification. The closing date for applications is 30th April 2019.