

Appointment of Chair

September 2024
RBQJB

Contents

- 1 Welcome
- 2 About Us
- 3 Our Vision, Mission and Values
- 4 The context of our work
- 5 Role Purpose
- 6 Key Responsibilities
- 7 Person Specification
- 8 Terms of Appointment
- 9 How to Apply

**john
whitgift
foundation**

The logo for the John Whitgift Foundation, featuring the words 'john', 'whitgift', and 'foundation' stacked vertically in a bold, white, sans-serif font. Below the text is a white graphic element consisting of a horizontal line that turns 90 degrees downwards into a vertical line, forming an L-shape.

Welcome from the Chair

Thank you for your interest in the role of Chair of John Whitgift Foundation.

Thanks to the generosity and vision of our Founder, Archbishop John Whitgift, the Foundation has been providing education for the young and care for the elderly in Croydon for over 400 years. We are immensely proud of our record in promoting social mobility through education at our schools for those of modest financial means and in providing sanctuary and comfort for the elderly through our care facilities. More recently, the Carers Information Centre, a joint venture with the London Borough of Croydon, has enabled us to provide advice and guidance to thousands of carers in the local community.

Working with the Court of Governors and the newly appointed Chief Executive Officer, you will have the opportunity to shape the Foundation's long-term strategy with a focus on our primary goal to increase our social impact in Croydon. Our charitable objective is to improve the lives of those in Croydon by widening access to our schools and ensuring that our Care services are best positioned to provide for those in need of them.

This will be a role that will be filled by an experienced trustee. Someone who understands the importance of good governance, supporting a strong executive team and working with the wider Board to steward this long-standing Foundation through its next phase of development.

Asif Patel
Chair of the Nominations Committee



ponden home
Interiors

home furnishings

CLOSING DOWN SALE
ALL STOCK MUST

OLD TOWN
HEALTH & BEAUTY

P

MEAT & POULTRY SPECIALS



About Us

In 1596 the Archbishop of Canterbury, John Whitgift, laid the first two foundation stones of the Hospital of The Holy Trinity. A few years later, just yards down the road, he opened a school. Together, these two buildings would help him realise his founding vision to educate and care for the people of Croydon. Today, more than 420 years later, his legacy lives on.

As one of the largest bursary providers in the country, we grant thousands of young people access to an outstanding education at our Foundation schools – Trinity, and Whitgift. Through Whitgift Care, our care homes and services give older people a true sense of community, comfort, and joy in later life. And through our Carer Support Centre, we offer Croydon's carers a valuable support network – providing advice, information, and a welcome break from the isolation and exhaustion they can

endure as they care for others in our community.

We support people of all ages and backgrounds. More importantly, we aspire to bring them all together for the benefit of all – inspiring a sense of community in all that we do. Because while much has changed since 1596, the values John Whitgift stood for then are as relevant today as they ever were; perhaps even more so.

The Foundation employs over 850 people and has an annual expenditure of £83M. It has an endowment invested mainly in financial assets of around £165M.

Income from the endowment funds the Foundation's charitable activities and bursaries to allow pupils of limited means to attend its excellent schools. The remainder of its assets are commercial, residential and land assets in and around the town centre of Croydon.

Mission & Values

Vision

Inspiring community in all that we do

Our charity works to support people of all ages and backgrounds and brings them together to inspire a sense of community in all that we do.

Mission

Access to education

As one of the largest bursary providers in the country, we grant thousands of young people access to an outstanding education at our foundation schools that many could not otherwise afford.

Care for older people

Through our care homes and services, we give older people a true sense of community, comfort, and joy in later life.

Support for Croydon's carers

We offer advice, information, and a support network for Croydon's carers – providing a welcome break from the isolation and exhaustion they can endure.

Values

Serve

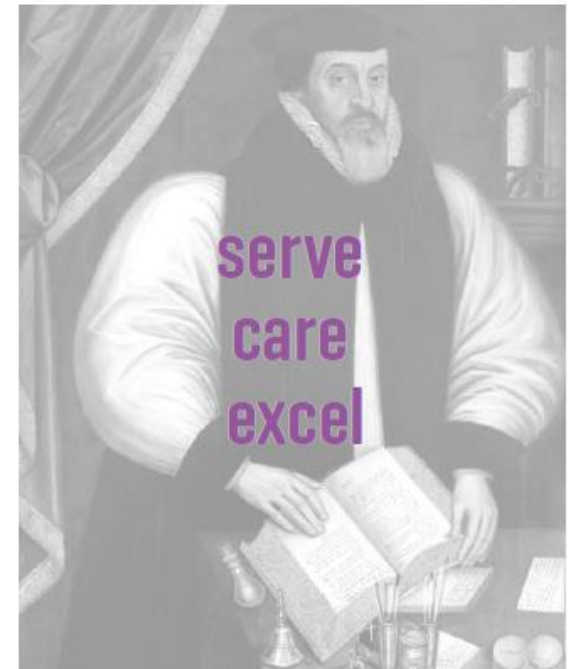
Working hard for the benefit of others.

Care

Being attentive and responsive to the needs of those around us.

Excel

Aspiring to do the best we can and inspiring others to do the same.





The context of our work

We have been an active and visible member of the Croydon community for hundreds of years and we take that responsibility seriously. Whether it is through the bursaries we provide to the young people who attend our schools, the support we give to the elderly in our community, or the work to support carers across the borough, our vision is clear; we bring young and old people from all walks of life together to build a sense of community in all that we do.

Years of austerity and the challenging economic climate have been difficult for Croydon, and we carry our sense of responsibility as a key contributor to the community with the gravity it requires.

We are looking for a Chair who will steward the organisation and build on the foundations of what has gone before. Experienced in governance and someone who has a track record in working with people so together they are stronger, we are looking for a champion of our community. You will have the chance to work with our Court of Governors, our CEO and the wider executive team to continue to our work as a force for good in Croydon. As our Chair you will hold us to account and you will challenge and support us. You will engage with our key stakeholders, so we are able to contribute fully to the success of a thriving Croydon.





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WHITEGIFT

Role Purpose

Job title: Chair of John Whitgift Foundation
Location: Whitgift Almshouses, George Street, Croydon
Time commitment: Variable 1-2 days a month

Summary of role

The chair of John Whitgift Foundation is responsible for enabling the Court of Governors to deliver the Foundation's charitable objects to educate and care for the people of Croydon. The chair supports building effective partnerships between governors, sub-committees and executive officers.

The CEO is the visible leader of the Foundation and is responsible for building effective partnerships between the Foundation's schools, care operations, key stakeholders and the local Croydon community.

Together the Chair and CEO will ensure that the Foundation is delivering its charitable objectives to the highest standards.





Key Responsibilities

Key responsibilities

Strategy and Governance

- To chair the Court of governors and ensure the Foundation's strategy impacts positively on the lives of beneficiaries
- To work with other governors, heads and executive officers to develop the strategy and vision of the Foundation and support its implementation through effective forward planning of agendas and committee meetings
- To support and develop governors in exercising their functions, ensuring the workload is shared and individual skills are well used
- To chair Court meetings and attend sub-committee meetings as required
- To support the Chief Executive with the recruitment, induction, appraisal and succession planning of governors to ensure there is a suitably skilled body of trustees
- To support the effectiveness of the governing body by conducting governor appraisals
- To chair the Remuneration Committee
- To support and hold the Chief Executive to account in the delivery of their duties
- To meet with Foundation staff, schools, care residents and the local community as required and ensure the views of beneficiaries are heard

Ensuring the effectiveness of the Foundation

- To gain assurance through regular reporting, professional advice and effective risk management that regulatory and statutory requirements are met and pupils and residents are safe, including regular reporting to the Charity Commission

- To support the necessary decisions to ensure the Foundation is financially sustainable, financial controls are in place and that accurate annual accounts are submitted to the Charity Commission
- To maintain absolute confidentiality in respect of sensitive/commercial/personal information about the Foundation, its staff, parents, pupils and residents
- To sign and seal key documents and liaise with external stakeholders on the Foundation's behalf
- To declare any conflicts of interest and complete any required training.
- To visit and experience the Foundation's schools, Carers Information Service and care homes to maintain contact with beneficiaries

John Whitgift Foundation is committed to safeguarding and promoting the welfare of children and adults in its care and expects all governors to share this commitment.



Person Specification

Experience

- Likely to be an existing Chair or Non-Executive Director who is a person of stature, unquestioned integrity and independence of mind with substantial experience of both commercial and not-for-profit high profile organisations.
- Extensive experience chairing diverse Boards with an appropriate combination of empathy and authority and an ability to marshal information.
- Demonstrable interest in our strategy and ethos and a strong personal commitment to helping the Foundation achieve this.
- Commercial skills and understanding of regeneration schemes

Personal qualities

- Resilient and diplomatic with the ability to build effective working relationships with a range of internal and external stakeholders.
- A commitment to the values of the Foundation as a Christian

organisation that serves those of all faiths and none, and its charitable objectives to educate and care for the people of Croydon.

- Excellent leadership skills – someone who can motivate and positively influence others.
- Astute and confident – someone whose advice is valued and sought out.
- A champion for Croydon and the people who live and work here.
- Personal commitment to equality, diversity and social mobility.

Desirable

- To live in or near the Croydon area and the stakeholders in and around Croydon.

Carers Support Centre



THE
WHITGIFT
FOUNDATION

CROYDON
www.croydon.gov.uk

Carers Support Centre

Today I went to work and my partner had a fall at home

Tomorrow I'll need to take another day off to look after her



I'm a carer, are you?
The Carers Support Centre can help

Carers Support Centre

Today I hurt my back lifting my son into bed

Tomorrow I won't have time to get to the doctor



I'm a carer, are you?
The Carers Support Centre can help

Carers Support Centre

Today I did my neighbourhood shopping

Tomorrow I'll pick up his prescription



I'm a carer, are you?
The Carers Support Centre can help

The Commitment

The appointment is unremunerated and is for an initial term of three years and can be extended for a further two terms.

- 4 evening Court meetings per annum in person.
- Regular contact with the CEO and Sub Committee Chairs and occasional committee attendance
- Attendance at key events including the annual Founders Day in March; Resident Garden Parties and Open Days.

The Chair should be prepared to devote between one to two days per month to the Foundation's business and be within easy reach of London.

Process

The recruitment panel is led by Asif Patel with the Nominations and Governance Committee. Shortlisted candidates will have the opportunity to meet with the outgoing Chair and CEO in advance of interviews, which will be held in person at the Foundation's offices in Croydon.

Appointment will be followed by the completion of a DBS check.

Due diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.





How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to John Whitgift Foundation on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **RBQJB**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Wednesday 16th October 2024**.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.



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↑ Others

john
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