

Non-Executive Director : Ways into Work CIC

We are looking for someone to join our Board as a non-executive Director and help take the business forward and achieve long term sustainable growth. It would be an ideal position for someone who is passionate about making a difference to people's lives and the work the business does to support individuals with a disability or disadvantage into work.

Introduction to Ways into Work CIC

Ways into Work CIC is a social enterprise and employee majority owned business

Our mission is to "Change Lives, One Job at a Time" inspiring and supporting the business community to realise a society where equal opportunities and life chances exist for everyone.

The business was established in 2015 when it was spun out of the local authority. We work across Berkshire, Hampshire and surrounding areas.

We support approximately 450 people with a disability or disadvantage by providing supported employment (support in obtaining and maintaining paid employment) and supported internships.

Role Description

Our Board has overall oversight of the business; it comprises the Managing Director, Non-Executive Directors and representatives of the employee trust that owns Ways into Work. They are not involved in running the business on a day-to-day basis but our board of Directors collectively work with the WiW leadership team to

- make decisions about its future direction and the strategy the business will implement
- ensure that, as an organisation, we have the policies and procedures we need to show we're complying with our legal obligations
- ensure that we meet our obligations to our stakeholders including the Community Interest we exist to meet and the employees who own the business

Our Non-Executive Directors are full participants on the Board providing support, ideas and constructive challenge to our team to test our thinking and help the business to achieve the best it can for our services users and demonstrate the difference that we make. They also help with connections and introductions within their networks.

The Institute of Directors describes the role of a non-executive Directors as follows:

Essentially the non-executive director's (NED) role is to provide a creative contribution to the board by providing independent oversight and constructive challenge to the executive directors.

You can read a summary of the duties that Directors have on the Institute of Directors website.

We currently have 2 non-executive Directors but we are looking for 1-2 additional people to bring diversity of thinking and expand our networks.

Meetings and time commitment

- We currently hold Board meetings quarterly on a Monday 9-11am in Maidenhead
- The agenda and papers are usually emailed a week before to give you plenty of time to read them.
- Once a year we plan to spend a half day together to think about our future.
- Being a NED is a voluntary role but the business will pay for out-of-pocket expenses eg. for travel to board meetings or childcare costs so you can attend meetings.

Other things to note

- If you haven't been a NED before we can ask another Director to be a 'buddy' to talk through papers, answer questions you have and provide support.
- There are also other ways that you can volunteer with the business in between board meetings, although this is not a requirement.

Person specification

Each NED needs to:

- Be committed to Ways into Works overall mission and to achieving the purpose that we were set up for
- Give the time and commitment that's needed to carry out their role well
- Act with integrity and honesty
- Think carefully about where we are going as a business and how we can deliver our purposes effectively in the short and long term
- Think for them self and contribute to decisions that - as a group - can show are good for the business and employees
- Be willing to be creative and to think beyond how we do things today
- Be willing to speak their mind in a way that is polite and respects others that have different ideas and opinions
- Work well together as a team with the rest of the Directors and our staff team, including when we have different views on how to do things
- Recognise that being a NED is an important leadership role that has specific responsibilities and legal duties, and take time to understand these.

We are currently looking for new NEDs that also have skills or experience in one or more of the following areas:

- Setting up, marketing and/or selling new services
- Working with Local Authority/DWP/Education commissioners
- Advising on how to devise and implement IT strategy as we want to better utilise technology to drive productivity and reduce costs
- Managing a tight budget and planning finances because we want to be more financially resilient.
- Campaigning or lobbying on an important issue because we want to help change the root causes of the problems the people we support face.
- Developing and leading a programme of change in how staff work and engage in the business.



- Achieving social change or overcoming challenges which you've faced because of your personal circumstances because we need ambassadors and mentors who can show the people we support that this is possible.

We would really like our board of Directors to have diversity, look more like our community – so we would particularly encourage you to apply if you (or a family member) have experience of living with a disability or barrier to employment and/ or have any other protected characteristics under the Equality Act

The role is unpaid but we would cover expenses.

If you are interested in applying for this role please call David Randall, General Strategic Manager, for an initial chat on 07805 096818