

Army Benevolent Fund



Appointment of trustees

Candidate information

March 2024

WELCOME FROM OUR CHAIR

As the Army's national charity, the welfare of soldiers, former soldiers, and their immediate families has always been at the heart of everything we do. Our founding purpose has remained the same since 1944: to ensure that every soldier, past, present, and future, can avoid hardship and live with independence and dignity.

We are here to support the Army family through all of life's challenges – including bereavement, injury, getting back to work, elderly care, and much more – and we will continue to do so for as long as they need us.

The Army Benevolent Fund is a grant making organisation and one of the largest funders in the military charity sector. We stand at the forefront of support, last year supporting 70,000 members of the Army family in 45 countries across the globe; and as part of that programme, funding 74 other charities and organisations delivering specialist services. In addition, we manage on behalf of the nation special funds for those who served in Northern Ireland, the Falklands, the two Gulf Wars, Iraq and Afghanistan.

We are now looking for two trustees.

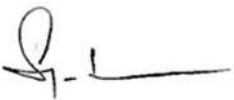
1. The first should have a financial and accounting background to help us maintain the highest levels of financial governance and would be expected to join the Finance and Investment committee. Experience of managing year-end audits and auditors would be an advantage.
2. The second should have broad based commercial experience and, if possible, some knowledge of fundraising. We envisage this trustee joining both the Finance and Investment Committee and the Fundraising and Marketing Committee.

We are seeking individuals who will also engage with the charity outside of formal meetings and contribute to our reach and reputation. A military background is not required, and we are interested in meeting candidates who have not acted as a charity trustee before.

If this is of interest to you, and I very much hope that it appeals, we would be delighted to hear from you.

Simon Heale

Chair



ABOUT US

We are the Army's national charity, here for soldiers, veterans, and their families for life.

Our vision

All soldiers, veterans and their immediate families should have the opportunity to avoid hardship and enjoy independence and dignity.

Our mission

We are the Army's national charity, giving a lifetime of support to serving soldiers, former soldiers and their immediate families when they are in need.

Our promise

We act with speed and agility to ensure the right help reaches the right people in the most appropriate way.

What we do

We support the Army family across six key areas of need.

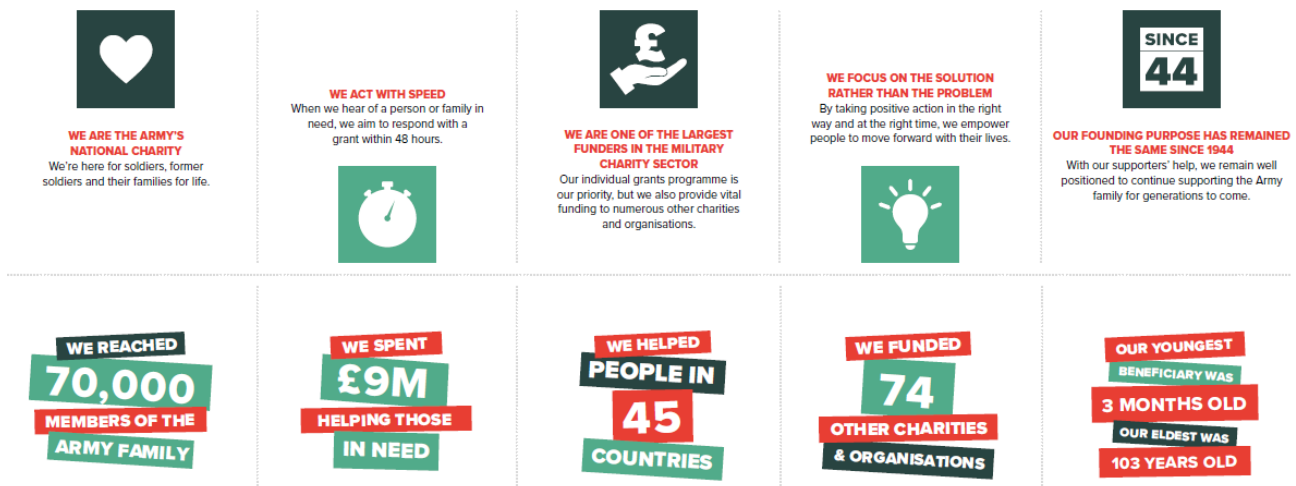
Our whole-person, whole-life approach ensures we are here to support members of the Army family through all of life's challenges:

1. Mental wellbeing
2. Training & education
3. Independent living
4. Elderly care
5. Suitable housing
6. Supporting families

Our values
What we hold dear

- 1 Respect**
We respect and recognise every individual and their needs; and are inclusive in our approach to our work.
- 2 Integrity**
We have high standards in our ethical conduct, we hold one another accountable and act fairly, honestly, and without fear or favour.
- 3 Compassion**
We treat people with care and kindness, respecting their dignity.





*The above figures are in respect of the last financial year (1st April 2022 to 31st March 2023)

Our role in the current context

As one of the largest funders in the military charity sector, delivering £9m in benevolence in the last year, we provide that support through a combination of our individual grants programme, supporting the regimental and corps charities to meet the immediate needs of their people, and through making grants on behalf of the Army and its regiments and corps to other charities and organisations that provide specialist support. Every grant request is assessed rigorously to ensure it achieves the stated objectives and leads to required outcomes.

Whilst smaller in absolute terms, the cohort we serve is younger, more diverse, will live longer, and - in line with society - will experience more complex health and social care needs. Overall, therefore, the trend is for the number of cases to reduce over time, but for the complexity, and thus cost of each case, to increase.

More immediately, grants to individuals in need are up markedly, both in number and in overall cost. There is little doubt the impact of the current economy will be exacerbating wider underlying causation (social isolation, housing, mental well-being, drink and drugs related problems, family relationship breakdown, and employment related issues). In parallel, grants to delivery charities and organisations also are increasing, due in part to funding reductions from other organisations.

As a charity, we are positioning ourselves to respond to this pattern of need through implementation of our rolling 4-Year Plan, which is focused on delivery of the charity's enduring outputs through a more long-term approach. On that basis, and with the continued and generous help of our supporters, we feel well-placed to provide a lifetime of support to those that matter the most: our soldiers, veterans, and their immediate families.

Some of our achievements in 2022-23

- In the past year, we have supported around 70,000 members of the Army family in 45 countries across the globe. This has been achieved via our individual grants programme, through which we have supported 3,763 individual cases, and by providing essential funding to 74 other charities and organisations to enable them to deliver specialist services to the Army family.
- Our support is truly for life, with individuals supported in 2022-23 aged from three months to 103 years old.
- In the financial year 2022-23, our charitable expenditure was £9m. Total income remained in line with the previous financial year at £11.4m, comprising income from donors, the Army, and our investments.

Equality, diversity and inclusion

We are committed to championing equality, diversity and inclusion on our Board, amongst our workforce and in all our behaviours. As the Army's national charity, it is vital we remain relevant and reflective of our varied Army community and of society more broadly. We are particularly proud of our diverse workforce, both in the national office and across all 11 regional offices; and are committed to creating a culture where everyone is celebrated, regardless of gender, sexual orientation, disability, ethnic background, nationality, religion or belief. We recognise there is still work to be done and are committed to continuous improvement to ensure we remain best placed to serve the Army community, both here in the UK and around the world.



Our beneficiaries ranged from age three months to 103 years last year. When you support us, you support the whole Army family.

Meet some of the extraordinary people who make up our Army family.

Darren's story

Darren served in the Army for over 17 years and was wounded by an IED in Afghanistan. After years of operations, his left leg was amputated below the knee.

Our charity funded a Personal Trainer course, which helped him to become a rugby coach, and garden adaptations to enable better wheelchair access.

He says: "It's not in my nature to ask for support but I truly appreciated the funding support I received from military charities in reducing the costs of the work. When I needed them, they were there for me and that means a lot."



Vicky's story

Vicky served for 19 years in the Royal Army Medical Corps (RAMC). In 2019, after being diagnosed with PTSD, she was medically discharged.

One day Vicky saw a poppy on a lamp post and visited the welfare office of RBLI, our partner charity, where she broke down in tears. The team at RBLI helped her to turn her life around and, with the help of an ABF grant, she secured a rent advance/deposit on her first home. In 2020, she moved into RBLI's village in Aylesford Kent with her therapy dog Dexter and partner. She is now enjoying life as an RBLI volunteer, running coffee mornings, and walking other veterans' dogs.

Vicky says: "ABF help was amazing. I didn't have any funds for a house, just my belongings. I was able to start my life again. Without Dexter I would not be here today; he gave me a purpose and keeps me grounded. I am now happily living a simple life."





THE ROLE

The charity is seeking two new trustees to join the Board, as part of a planned trustee turnover. We are primarily looking for experienced, effective individuals who will bring a wise head and a strategic mindset to the Board, but would especially welcome **Financial, Commercial, Marketing and Fundraising** experience. As important as the relevant skills and experience is a commitment to the aims of the ABF and its values, and the people it supports.

Trustees are responsible under the governing document of the ABF for controlling the management and administration of the charity, whose objects are restricted specifically: “to benefit persons who are serving or who have served in the British Army, or their dependants, in any charitable way by the provision of grants, loans, gifts, pensions or otherwise”.

The role of the charity’s trustees is to:

- Be responsible for the success and continuation of the ABF for the benefit of current and future beneficiaries.
- Ensure that the ABF pursues its charitable objects as defined in its Articles of Association.
- Ensure that the ABF always complies with its governing document, charity law, company law and other relevant legislation or regulations, ensuring that its corporate governance is of the highest possible standard.
- Contribute actively to the Board of Trustees’ role in giving firm strategic direction to the charity, setting mission, vision and high-level policies, defining goals and setting targets and evaluating performance against agreed targets.
- Be ultimately responsible for directing the management and effective and efficient administration of the charity; this responsibility cannot be delegated, although day-to-day running of the charity is delegated to the Chief Executive and the Senior Management Board.
- Ensure the financial stability of the charity, maintaining proper financial control and accountability and ensuring that the ABF applies its resources exclusively in pursuance of its objects, i.e. the charity should not spend money on activities that are not included in its objects, no matter how worthwhile or charitable those activities are.
- Promote and safeguard the reputation of the ABF, acting reasonably and prudently in all matters relating to the charity and always in its best interests.
- Appoint the Chief Executive and monitor their performance (as applicable).

In addition to the above duties, each trustee should use any specific skills, knowledge or experience they have to help the Board reach sound decisions. These may involve:

- Scrutinising board and focus group papers
- Leading discussions
- Chairing or participating in committees - most trustees serve on a committee
- Focusing on key issues
- Representing the charity at events and on other occasions
- Providing advice and guidance on new initiatives
- Other issues in which the Trustee has special expertise.

PERSON SPECIFICATION

General qualities, knowledge, experience

All trustees need to be able to demonstrate the following general qualities, knowledge and experience:

- A commitment to the aims of the ABF and empathy with the people it supports, in both the serving and ex-serving community.
- A proven track record of working at a senior level in the private, public, or voluntary sectors; previous experience within the voluntary sector is not essential.
- An ability to look at issues from a Board level perspective with sound, objective judgement, and a willingness to speak their mind.
- At least some appreciation of the issues affecting the voluntary sector and ideally (but not essentially) the ex-Service charity sector.
- Knowledge of the principles of good governance and their practical application.
- At least some understanding of the Army's ethos - either through appropriate personal experience in either the Regular Army or Reserves, or an association and affinity with the Army and its people. This emphatically need not imply previous military service in any guise.
- A willingness to devote appropriate time, enthusiasm and effort to the duties and responsibilities of a trustee.
- Selflessness, integrity, objectivity, accountability, openness, and honesty.
- Impartiality, fairness, and the ability to respect confidences.
- Good communication, networking and interpersonal skills.
- The confidence and style to represent the charity at a wide variety of occasions.
- A real willingness to contribute, network and engage across a wide range of professional networks on the charity's behalf.
- Commitment to equal opportunities and the promotion of diversity.

Background and skillsets

We are looking for trustees who can support the Board and organisational decision making well, and who will be proactive and fully engaged with the charity outside of formal meetings. In this round of recruitment, we would particularly value people who bring expertise in the following areas:

Finance

- Will bring recent and relevant financial experience, ideally as CFO or Finance Director, with an accounting background and a professional accountancy qualification to help us maintain the highest levels of financial governance. It will be beneficial if someone brings investment experience and can offer constructive challenge.
- This individual would be expected to be a member of the Finance & Investment Committee, make fellow trustees aware of their financial obligations and take a lead in interpreting financial data to them, monitor the financial administration of the charity and provide advice to the Chief Executive and Director of Finance on financial matters.

Commercial, marketing, fundraising

- Will have broad-based commercial experience and business acumen, ideally to include marketing, fundraising and communications expertise in a commercial setting.
- We envisage this individual will be a member of both the Finance & Investment Committee and the Fundraising & Marketing Committee.

TERMS OF APPOINTMENT

The charity is an incorporated company and charity registered in England, Wales and Scotland. The trustees are the directors of the incorporated company.

The Board of Trustees meets five times per year. There are three main Board meetings, a shorter mini Board (usually on MS Teams), plus a Strategy Away Day per year.

Trustees additionally serve on one or more Board committees (Finance & Investment; Fundraising & Marketing, Grants): each of the committees has three meetings per year.

All Board and committee meetings take place in London, normally at the charity's offices in Victoria.

In addition to Board meetings and respective committee meetings, trustees are encouraged to attend a range of events through the year, ranging from low-key functions to prestigious national events attended by members of The Royal Family.

The role is unpaid, but trustees are encouraged to claim reasonable travel expenses. A full induction and appropriate training will be offered to successful applicants.



HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to the Army Benevolent Fund on these appointments.

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

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 **Friday 19th April 2024**.

Informal conversations and interviews with the Army Benevolent Fund will take place at the end of May 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. 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.



Army Benevolent Fund



Saxton Bampfylde

Army Benevolent Fund is a registered charity in England and Wales (1146420) and Scotland (SC039189) and registered as a company limited by guarantee in England and Wales (07974609).



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