

Trustee Role Description

Overview Section - Aviation

Air Ambulance Charity Kent Surrey Sussex (KSS) is a world-leading charity at the forefront of Helicopter Emergency Medical Services (HEMS).

It costs over £15M a year to sustain our world-leading, cutting edge, innovative service and amazingly 88% of our total income comes from the incredible generosity of our supporters. Over the past three decades we have attended over 35,000 incidents, saving lives and improving patient outcomes from the skies above Kent, Surrey and Sussex.

At KSS, we are people centred, purpose driven and values led. Our purpose of saving lives and ensuring the best possible patient outcomes drives us every minute of every day as we proudly provide 24/7 care, 365 days a year. Team KSS is a highly skilled, diverse, and highly professional multi-disciplinary team of doctors, paramedics, dispatchers, pilots, operational support staff and fundraisers as well as communications, marketing, governance, finance and HR support staff. We also rely on the support of over 170 dedicated volunteers as well as the support we receive from the wider community.

Charitable Objects

To relieve sick and injured people in South East England and surround areas by providing a helicopter emergency medical service (HEMS) and air ambulance service for the benefit of the community.

Who are we looking for?

KSS is fortunate to have a strong Board of dedicated Trustees who provide substantial business and professional skills and experience to support and guide the Chief Executive and Senior Leadership Team to deliver an outstanding service. As the charity continues to develop, we have identified the need to recruit a new Trustee who has substantial aviation experience. Ideal candidates will have expert knowledge within the aviation sector either private or public and will be able to advise our Board of Trustees and Senior Leadership Team.

While at KSS, we are fortunate to find ourselves in a relatively strong financial position and our service has been rated as Outstanding by the CQC, in all five key lines of enquiry, we also recognise the need to continue to develop and diversify our Board of Trustees. We welcome applicants from a wide range of backgrounds and experiences and are interested to hear from people that would further enhance the perspectives of our existing Board members.

Our Trustee with a focus on aviation will help us to continue to develop our aviation model to ensure delivery on our organisational goals and objectives. We have some expertise already in place around our operating models and are looking for

someone who can further support us, perhaps from a legal or aviation sector or industry background.

The Board

The Board meet in person four times a year as well as an annual strategy day, and adequate preparation for and attendance at these meetings is expected. Under normal circumstances Board meetings take place on base at Redhill or Rochester and last for three hours.

In addition to our Board meetings, we also have three sub-committees who also meet four times a year, with meetings lasting between two and three hours. Our sub-committees are:

- Income Generation, Marketing and Communication Advisory Committee
- Clinical Governance and Service Delivery Committee Advisory Committee
- Audit and Risk Committee

Each Trustee will serve on at least one committee. For this role, the successful candidate will join the Clinical Governance and Service Delivery Advisory Committee.

In addition to the above there are additional Trustee meetings which take place prior to sub-committee and Board meetings, and these often take place via video conference.

Duties to include:

- Representing the interests of KSS both internally and externally and building commitment to the charity's purpose and vision from stakeholders and supporters as required.
- Bringing expertise to help ensure the charity's future success and working with peers to help and shape our strategic direction.
- Supporting, along with the wider board, decision-making on key issues facing KSS as well as oversight of corporate level risks.
- Ensuring, through membership of the main Board and any other committees, sound financial management within the charity to ensure appropriate use of funds.
- Using networks to support KSS to further our stakeholder engagement and to develop new and support existing partnerships and income generating opportunities.
- Maintain the duties of compliance, care and prudence as defined within the Charity Commission guidance.

Overview Section - Governance and Charity Law

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While at KSS, we are fortunate to find ourselves in a relatively strong financial position and our service has been rated as Outstanding by the CQC, in all five key lines of enquiry, we also recognise the need to continue to develop and diversify our Board of Trustees. We welcome applicants from a wide range of backgrounds and experiences and are interested to hear from people that would further enhance the perspectives of our existing Board members.

We strive for excellence in all that we do and our charity law and governance Trustee will be pivotal in driving this goal forward. We are looking for someone who has expert knowledge in charity law and charity commissioning guidance and who can bolster our expertise on legal matters, or governance and risk management. The ideal candidate will perhaps be a lawyer, compliance officer at a financial services firm, or possess other relevant experiences.

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Duties to include:

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Overview Section - Fundraising and Philanthropy

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As an independent charity it is vital that we generate and inspire support. We are looking for a Trustee who is experienced in raising money in ideally a charity setting, business environment, or has experience of managing philanthropy programmes. The successful candidate will help us develop our income generation strategy and consider how we create public benefit, helping us apply that to both how we deploy our resources and also how we engage potential major donors.

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Overview Section - Medical

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We strive to deliver outstanding treatment and care to all of our patients, and we are fortunate to already have the skills and support of one Trustee who has extensive clinical expertise in intensive care and medicine. We are looking for a Trustee who can complement this, possibly with a different medical expertise such as a paramedic, research lead in a university, medical or health faculty, in hospital governance or another relevant role.

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