

NORTH DEVON HOSPICE TRADING COMPANY DIRECTOR (Voluntary)



BEING A VOLUNTEER DIRECTOR OF OUR TRADING COMPANY

Being a Director of North Devon Hospice's trading company is a rewarding and meaningful role. Our trading activities generate vital income that supports the Hospice's mission, helping ensure outstanding care is available when people are at their most vulnerable. As a director, you will play a key part in enabling this work by ensuring our commercial operations are responsible, effective and aligned with the values of North Devon Hospice.

OUR MISSION IS SIMPLE

To generate sustainable commercial income that supports North Devon Hospice in providing outstanding care and support to people affected by life-limiting illness.

YOUR ROLE AS A DIRECTOR

As a Director of the Hospice's trading subsidiary, NDH Ventures Limited (a limited company wholly owned by the charity), you will work collectively with your fellow Directors to ensure that:-

- The company has a clear commercial strategy aligned with the objectives of North Devon Hospice.
- All activities are compliant with company law, commercial regulations, tax rules, and any relevant charity-sector requirements.
- The company operates efficiently, responsibly, and in a financially sustainable manner.
- Risks relating to commercial activity, reputation, finance, operations and compliance are identified, monitored and managed appropriately.
- The culture and values of the trading company reflect those of North Devon Hospice, ensuring we act ethically and maintain our strong reputation within the community.

You will act as a guardian of the company's assets and resources, applying your time, skills and judgement to ensure our governance is of the highest standard.

AS A DIRECTOR YOU WILL

- Demonstrate commitment to your responsibilities as a director including attending Income Generation and Innovation committee, board meetings, scrutinising committee papers, and being available to staff and other Board members for advice and support as appropriate.
- Demonstrate an understanding and acceptance of the legal duties, responsibilities and liabilities of directors complying with the Companies Act 2006 and all other relevant legislation.
- Review the external environment for changes that may present opportunities or threats to the trading business.
- Maintain familiarity with the company's Articles of Association and ensure the company follows its governing documents.
- Protect, enhance and promote the reputation and values of North Devon Hospice and its trading activities.
- Demonstrate a commitment to the aims and objectives of the organisation and to volunteering through a willingness to devote the necessary time and effort required.
- Demonstrate integrity, sound independent judgment and an ability to work as part of a team.
- Uphold equality, diversity and inclusion, including championing the Hospice's policies.
- Use your skills and experience to scrutinise commercial plans, proposals and financial implications.
- Provide guidance and insight based on your professional expertise.
- Have strong connections within the North Devon community.
- Use your skills and expertise to analyse proposals or plans pertaining to the development, growth or diversification of the organisation and to examine the financial consequences of those plans.
- Respect the experience and expertise of staff and other Board members.

COMMITMENT

- Attend Board meetings (2 per year).
- Attend committee meetings (4 per year).
- Term of Office: Initial period of 3 years with possible extension for further 3 years.

WHAT THE HOSPICE OFFERS

- Mentoring and support from existing Board members.
- Full induction, training and guidance given on all aspects of the role.
- The opportunity to be part of a dedicated and friendly team offering a safe, welcoming and supportive environment.
- The opportunity to utilise existing skills or develop new skills.



- The opportunity to gain experience that will enhance your career.
- The knowledge you are directly contributing to the care and support offered to our patients and their families we care for.
- Reimbursement of reasonable expenses.

Please note: This role will require a declaration of current and previously held directorships, which will be cross referenced with Companies House.