

Trustee - Health and Safety

Recruitment Pack



The Winchester Beacon
20B Jewry Street, Winchester, SO23 8RZ
01962 862050
www.winchesterbeacon.org.uk

Charity number 1080443



Welcome from our Chair of Trustees



On behalf of the board of directors of The Winchester Beacon, I would like to thank you for your interest in the role of trustee.

The Winchester Beacon aims to provide hope, dignity and practical support to people experiencing homelessness and social exclusion in our community. Our work is rooted in compassion and a deep commitment to enabling people to rebuild their lives. As a trustee, you would play a vital role in helping us sustain and strengthen this mission.

Trustees at The Winchester Beacon are responsible for setting the strategic direction of the charity, ensuring strong governance and financial stewardship and supporting the staff and volunteer team to deliver high-quality services.

We are seeking individuals who share our values and who can bring a diversity of skills and perspectives to our board. We value integrity, good judgement and a genuine commitment to our cause.

Becoming a trustee is both a serious responsibility and a deeply rewarding opportunity. On behalf of the Board, I would like to thank you for considering giving your time and expertise to support vulnerable people to move forward positively.

We look forward to receiving your application.

Yours sincerely,
Vicky Hemmings
Chair of the Board of Trustees
The Winchester Beacon

Contents

Page 2: Our History

Page 3: Our Vision, Mission and Values

Page 4: How we help

Page 6: Job description

Our History



The Winchester Beacon (TWB) is the operating name of Winchester Churches Nightshelter (WCNS) which was set up in 1988 by Churches Together in Winchester. Run by voluntary effort, the charity group used various buildings around the city, including church halls and temporarily vacant properties.

In 1995, we became an independent registered charity moving into our dedicated premises on Jewry Street in central Winchester in 1997. The building, which was owned by Hampshire County Council, has been used as a Victorian gas-works, a Burberry factory, a bakery, a co-operative dairy, a printing works and finally a library store. The Winchester and District Housing Association agreed to develop the site, in a joint venture, to provide a shelter for the homeless on the ground floor and ten low cost studio flats above. The Nightshelter was officially opened on the 14 September 1997 by local Baptist minister, Rev Paul Hills.

We now also manage three offsite properties which together accommodate an additional twelve people. These four-bedroom houses act as a stepping stone to independent living. All of our twenty-two residents are able to benefit from personalised wraparound support to enable them to rebuild their lives.

During the pandemic we adapted our services to ensure that we could stay open. This involved moving to single bedrooms to reduce shared airspace and extending our opening hours so that our residents could 'stay home' during lockdown. These changes lived on beyond the pandemic after we saw the positive impact they had on our residents. It was at this point that we changed our operating name to The Winchester Beacon as we had become so much more than a nightshelter.

The Winchester Beacon is the operating name of Winchester Churches Nightshelter, a company limited by guarantee.

Registered Company number 03928334
Registered Charity number 1080443
Registered office: 20B Jewry Street, Winchester, Hampshire, SO23 8RZ

Our Vision, Mission & Values

Vision: To transform lives, inspire hope and end homelessness.

Mission: To help break the cycle of homelessness by enabling people to rebuild their lives.



Honest and open

We treat everyone with kindness and respect, without prejudice or discrimination.



Safe and supportive

We provide a home where residents can be comfortable and safe and can find the help and restoration of self-esteem they need.



Flexible and caring

We foster collaboration to work as a team with residents, staff, volunteers, the local community and other agencies / partners.

How we Help



Each of our residents is able to benefit from one-to-one personalised support. Their Support Worker works alongside them to establish issues at a root of, and as a result of, their homelessness. Together, they identify the areas that they need support to help them to meet their goals and rebuild a life away from homelessness.

Residents can access:

- Free counselling and psychotherapy
- Budgeting advice
- Help with substance misuse
- Tenancy and housing support
- Help to find training and employment
- Life coaching
- Ongoing support when they transition to independent living.

Free activities for residents include:

- Gym pass to local leisure centre
- Boxing classes
- Guided cycling club
- Cookery club
- Haircuts.

Larry's Story

Larry, 66, became homeless after his mother passed away. They had been living together in the council house that had been their family home for over 40 years. Originally in Larry's father's name, when he passed away the tenancy moved to his mother. This meant that legally the house could not be passed on again and so Larry was instructed to leave.

"George, my Support Worker at The Beacon, helped me sort out my pension. I knew it was there but I couldn't access it, I didn't know much about the internet so George helped me.

I've moved into my own one-bedroom flat. The Winchester Beacon helped me apply for it and also sorted out furniture and a cooker for me so that I start with what I need.

Having now experienced homelessness, I value having a space in the world even more than I did before. It's easy to worry about how I'll cope living on my own but I'm going to take it as it comes and I know I still have the support of The Winchester Beacon."

Trustee - Health and Safety

Role Description

The Winchester Beacon is looking to recruit an experienced Health and Safety Trustee to join its board on a voluntary basis. The role involves being the lead expert on health and safety, ensuring policies are reviewed and updated, and making sure volunteers are trained and following safe practices. The role includes advising the Board on good practices, regulatory issues and verifying that the charity is compliant with all relevant health and safety laws. This will be a specialised trustee position with the core responsibility of ensuring the safety of the charity's staff, volunteers and the public it serves.

Specific Purpose of the Role

Role Objectives

- Acting as lead expert on the Board in relation to health and safety, particularly in relation to working with volunteers and members of the public.
- Advising on good practice and regulatory and policy issues in health and safety.
- Ensuring current and future projects are developed in line with health and safety requirements.
- Working with relevant operational staff on developing safe practices.
- Leading on the review and updating of all health and safety policies and procedures.
- Ensuring volunteers are sufficiently trained to understand and practice good health and safety standards.

Responsibilities

- **Expert advice:** Act as the board's go-to person for all health and safety matters, particularly in relation to activities involving volunteers and the public.
- **Policy and procedure:** Lead the review and update of all health and safety policies and procedures to ensure they are current and effective.
- **Compliance:** Ensure the charity is complying with all relevant health and safety legislation and regulations.
- **Training and awareness:** Make sure that staff and volunteers receive sufficient training on health and safety standards and that good practices are fostered.
- **Risk management:** Help identify and record the risks the charity faces and how they are managed.
- **Collaboration:** Work with the CEO, relevant operational staff and other competent external persons and organisations, to implement and conduct reviews to ensure safe practices.

Candidate requirements

Essential

- Substantial health and safety experience.
- Relevant health and safety qualifications (eg IOSH etc)
- Ability to foster good practice in volunteers.
- Excellent communication skills with staff and volunteers as well as fellow trustees.
- An understanding of the importance of collaboration and problem-solving.
- Confident and proficient in the use of MS Office 365 applications
- Commitment to attend board meetings regularly, at least every 6 weeks and volunteer for other sub-committees as appropriate.
- Able to devote around 2-3 hours per week on preparing for meetings and answering queries from operational teams and the wider Board.

How to apply

Please send your CV and a brief email explaining your interest in joining our charity in this role to ceo@winchesterbeacon.org.uk. We will be shortlisting candidates on a rolling basis so early application is recommended.