



Trustee Recruitment Pack 2023



Frank Water seeks new Trustees



Would you like to play a pivotal role in shaping the future of one of the most innovative actors in the water stewardship and water, sanitation and hygiene sectors?

Join Frank Water's friendly and effective board as we enter an ambitious new phase to deliver our vision of a future where everyone, everywhere has access to resilient water resources for generations to come.

Welcome



Welcome from Anoo Jain, Frank Water's Chair of Trustees and Katie Alcott, Founder & CEO of Frank Water.

Thank you for your interest in a Trustee role at Frank Water.

Now is a really exciting and rewarding time to join our board. You'll work alongside fellow Trustees who all have a passion for our cause and skills or experience that add value to our team. Our friendly, engaged board enjoy working with our small, dynamic staff team, to ensure we're heading in the right direction and are prepared for the future.



As a Trustee You Will...



Have a big impact

by having a core role in a small organisation, where resources are tight and your skills and experience will make a really significant difference.

Enable us to develop

by supporting our strategic development, keeping us on track and helping us to engage new partners and supporters

Help spread the word

extending our reach to new audiences both in the UK and abroad, sharing our stories with your networks and advocating on our behalf.

Be at the forefront

of innovation in the WASH and water stewardship sectors, driving the sector forwards and impacting thousands of lives through your support of Frank Water.

Who Should Apply?



We want to hear from you whether this would be a first Trustee role, or you already have experience. We value fresh perspectives and new ideas as well as experience. Frank Water wants to ensure a diverse Board so that the people we serve and our community benefit from diversity of knowledge, skills, experience and background.

We are particularly looking to recruit people of colour, who are LGBTQIA+, disabled, under 30 and/or from lower socioeconomic backgrounds. You don't have to have been a Trustee before to apply. If you have the skills, knowledge and experience we need, we will support you through training and mentorship if needed.

If you'd like to have an informal chat, we'd be delighted to talk to you. The closing date for expressions of interest is 15th January 2024. See page 12 for full details about how to apply. This is an unpaid voluntary role, requiring a three year (one term) minimum commitment, ideally two terms or 6 years.

For this recruitment round we are looking for Trustees who can bring insights, knowledge and expertise from the FUNDRAISING sector. Ideally you will have had experience in the International Development sector.

About Frank Water



At Frank Water our mission is to alleviate global water poverty, enhance health, and protect the natural environment by improving the way that people understand and use water, with a focus on those most in need.

We're two organisations that share a single vision of a global water system that can provide everyone, everywhere with access to enough, good-quality water to sustain their livelihoods, protect their health, and unlock their potential, which conserves the environment and, at the same time, maintains peace and political stability.

To achieve this vision, we work overseas and in the UK, via our registered charity (Frank Water Charity/Projects - approx £600k annual income) and our social enterprise (Frank Water CIC - approx £100k+ annual income). Our work is centered around Sustainable Development Goal 6 - providing access to safe water and sanitation for all by 2030.

Frank Water Charity raises funds to provide vulnerable communities overseas with long-term access to safe water, sanitation, and good hygiene. We partner with other leaders in the WASH sector to research and develop new technologies and practices and advocate for the change that's needed for a water-secure world. In the UK, we educate and empower people to adopt a more sustainable approach to water. We also support brands and companies in developing their water stewardship programmes.

Frank Water CIC delivers various commercial services that not only raise funds to support our charitable programmes but also reinforce our mission to inspire the UK (and beyond) to value and protect the world's most precious resource. We do this through our refill services, water coolers, and bottled spring water (in glass bottles only) encouraging individuals to consume less and reuse, recycle and refill more.

Our Team



Frank Water is a small team of predominantly part time staff based out of an environmental hub in central Bristol. We have a senior leadership team formed of our CEO, Head of Programmes, Head of Development and Head of Finance and a passionate team including a Fundraising & Communications Manager, Corporate Partnerships Manager, Commercial Manager, Programme & Funding Coordinator and Finance & Admin Assistant. We also have some excellent colleagues based overseas, who support the management and delivery of our programmatic work.

Frank Water Charity/Projects currently has a Board of 4 Trustees, whilst our wholly owned trading subsidiary, Frank Water CIC, has a Board of 3 Non executive Directors. The two Boards work very closely together and although have some separate governance/legal requirements we have joint Board meetings each quarter to ensure a full understanding and engagement across the activities.

Our Board meetings are held quarterly in Bristol and normally last around 3 hours. We expect our trustees to take part in one annual strategy/governance day and to communicate with other members of the Board regularly between meetings and to engage with relevant members of the staff team on a monthly basis to support in guiding and advising their work.

We expect our Trustees to be willing to network on behalf of Frank Water, acting as Ambassadors for the cause whenever appropriate.

It is expected that a Board role would take approximately 4 hours per month, in addition to quarterly Board meetings and annual Board Development Day.



""I've had the pleasure and honour to be involved with Frank Water as it has thrived and developed. We have dedicated, experienced, collaborative and expert staff and trustees. From our Bristol base we influence far afield and deliver our key objectives. This is a real opportunity to be an integral member of this team."

Anoo Jain, Chair of Trustees



"Having supported Frank Water as a NED for the last two years, I've found the experience thoroughly engaging and rewarding. I support with CIC budgeting and commercial strategy, working alongside the SLT in an advisory capacity. As a small organisation, there is great opportunity to engage with the wider charity trustees and SLT, inputting into wider strategic direction. The learning flows both ways, benefiting me with valuable insight into broader areas of charity stakeholder engagement and overseas project delivery. Most importantly, it's highly motivating to work with such a dedicated group of individuals and I feel proud to be able to support the vital work of Frank Water." Georgie Hopkins

"Being on the Frank board has been an opportunity to be directly involved in the development and growth of the charity, and to work with the brilliant team in Bristol and further afield. It's exciting to have that opportunity to share and exchange ideas, and to be able to attend the charity's innovative events and outreach activities and programmes!" James Brook



"In the short time I have been on the board I have been struck by the commitment and hard work of the team, the collaborative approach of the board in working through challenges together, and have enjoyed learning about the truly inspiring work that Frank does. It feels a valued and incredibly worthwhile role." Richard Higgs

Being a Trustee



Being a Frank Water Trustee means you get to have a positive impact on the direction of a thriving, innovative charity without the delivery.

A board of Trustees is a diverse group of people who act in the charity's best interests, set the strategy, make key decisions and oversee the running of a charity.

By joining the Frank Water board, you would help us at a pivotal time in our programmatic and organisational development. You would help us to set overall aims in line with our strategy, approve budgets and support staff by talking through exciting new ideas and checking the charity is delivering on existing plans.

As a Trustee of Frank Water you would...

- Help us to develop new and better ways to deliver our vision of a future where everyone, everywhere has access to resilient water resources for generations to come.
- Be a vital part of our Board's role in steering Frank Water's strategic direction, helping us set out, and succeed in reaching our goals for global water security.
- Make sure we comply with our governing document, charity law and any other relevant legislation or regulations.
- Help ensure effective and efficient governance of Frank Water, such as appropriate policies and procedures.

You can find out more about the role and responsibilities of a charity Trustee by reading the [Essential Trustee](#); what you need to know, what you need to do.

Person Specification



The following are the skills, abilities and experiences that Frank Water is seeking from new Trustees. You may also have additional strengths that are not listed below which we would be interested to hear about.

We will assess your potential to contribute to the Board, not just track record. We are seeking a Board with a diversity of perspectives, experience, skills and backgrounds. Frank Water is an equal opportunity employer and is committed to providing equality of opportunity. You will be asked to complete an Equal Opportunities form with your application.

You will have:

- Passion for international development and water
- Experience in fundraising
- Some experience in the international development sector
- Willingness to share your relevant knowledge, experience and expertise
- Willingness to share our work and fundraising appeals with your network
- Commitment and the time needed to contribute to the Board
- Ability to be objective and maintain confidentiality
- Knowledge of the legal requirements of being a charity and a Board member
- Ability to work as a member of a team

Commitment & Remuneration



Commitment from you

- Minimum of 3 years (1 term) in the role
- Attend quarterly board meetings which are held in Bristol or remotely
- Attend annual development/away day
- Read and respond to board papers and communications between meetings in a timely manner with the Board or staff team
- There may be additional time spent via Google Meet or in person where possible, on subgroup meetings. They are set in accordance to need to monitor progress, activity and policy in a given area.
- Ad-hoc networking on behalf of Frank Water, when appropriate opportunities arise.

The role requires no more than 4 hours a month, although some months might require more and other significantly less.

Trustees are invited to attend Frank Water events, providing opportunities to network, learn more about our work and enjoy being part of our community.

Remuneration

Trustees are reimbursed for travel and other expenses to attend board meetings but the role is voluntary.

Support from us

A full induction tailored to Trustees' requirements will be available. This includes an introduction to Frank Water for all new Trustees; option of training and mentorship for first-time Trustees.

How to Apply



We welcome the following formats:

Written CV and a short explanation of what you would bring to the Board and how you match the role description.

Video file sent via WeTransfer or YouTube / Vimeo.

Audio via sound file.

Please submit any of the above to **hr@frankwater.com** putting 'Trustee Application' in the subject line.

The closing date for expressions of interest is 15th January 2024.

For this role interviews will be online in the first instance, using Google Meet.

