NAPA

TRUSTEE

RECRUITMENT PACK

www.napa-activities.org.uk

enquiries@napa-activities.org.uk

WELCOME LETTER

FROM OLIVER THOMAS

Thank you for expressing an interest in joining NAPA's board as a Trustee.

The National Activity Providers Association is a small charity that regularly aims to punch significantly above its weight in the care sector both in the UK and abroad.

Our mission is to improve wellbeing through meaningful activity and engagement.

As a Board of Trustees responsible to the Charity Commission, we are collectively responsible for providing oversight of the management team, for providing good governance of the charity and its aims and objectives as well as its operation. As an individual Trustee you do not have to have experience of the care sector but we do need some of your time and, most importantly, your commitment, enthusiasm, skills and knowledge. Above all we need enquiring minds.

By joining us, you and your fellow Trustees have the chance to make a profound difference to the lives of individuals receiving care bringing enjoyment, connection and a sense of purpose to daily routines.

Thank you again for considering NAPA.

Yours sincerely
Oliver Thomas
Chairman

ABOUT NAPA

Who We Are - NAPA is the UK's professional association for Activity Providers and activity provision in care settings. Our mission is to improve wellbeing through meaningful activity and engagement.

Impact

- We support NAPA Member settings across the UK.
- We set Standards of practice for Activity Providers and quality indicators for activity provision.
- We provide with guidance, information, advice, qualifications, training, webinars and conferences.
- We deliver innovative programmes and campaigns encouraging joy and connection.
- We contribute to research and champion the importance of evidence-based practice.

Collaboration - NAPA works not only across the UK but also with partners abroad, sharing best practices and creating a global network for innovation in activity provision.

NAPA'S VISION & MISSION

Vision

We envision a United Kingdom where the fundamental values of wellbeing, activity and engagement are seamlessly integrated into care provision. "Our goal is to empower individuals with care and support needs to lead meaningful lives."

Hilary Woodhead NAPA's Chief Executive Officer

Mission

NAPA is committed to setting high standards and offering guidance that encourages positive activity and engagement.

We aim to elevate the role of Activity Providers by providing professional development services that enable knowledge and skill enhancement.

Our mission includes championing exemplary practices and sharing them to promote positive outcomes.

THE ROLE OF A TRUSTEE

Responsibilities

Trustees share responsibility for NAPA's governance, compliance, and strategic direction. Core duties include:

- Attending quarterly online board meetings and occasional special project or sub-committee meetings.
- Supporting strategic planning and monitoring the organisation's progress.
- Acting as an ambassador for NAPA, promoting its mission within your network and at events (e.g., conferences, awards ceremonies).

What You Bring

We are looking for individuals with a blend of experience and passion, whether strategic or operational.

Specific areas of interest include:

- Homecare and Learning Disability (LD) settings.
- Expertise in HR,fundraising, finance, legal, marketing, or activity provision.
- Lived experiences aligned with NAPA's mission.
- Research and Evaluation
- Marketing and Fundraising

Key Qualities We Seek

Attributes

- Strategic thinkers who can contribute to NAPA's vision.
- Experience in governance, advocacy, or direct care/activity work.
- Passion for improving quality of life through activity provision.
- Ability to offer constructive challenge and support to fellow trustees and the leadership team.

Commitment to Diversity, Equality, and Inclusion (EDI)

Welcoming Diverse Voices

NAPA actively seeks to recruit trustees from underrepresented groups, including diverse ethnic backgrounds, individuals with disabilities, LGBTQ+ individuals, and those with lived experience of receiving care.

Support for Trustees

We provide a thorough induction programme, mentorship, and ongoing training to ensure new trustees feel empowered and supported.

What We Offer Trustees

- Induction and Development
- Comprehensive onboarding, training, and resources to understand NAPA's work.
- Opportunities to collaborate with experts across the care and social care sectors.

Impact of Your Role

- Trustees contribute directly to shaping NAPA's growth and influencing the care sector nationally.

Time Commitment and Term

Time Commitment

- Quarterly online board meetings (2 hours each) online with in person Annual General Meeting.
- Occasional involvement in special projects or sub-committee work.

Term Length

- Trustees typically serve a 3-year term with the option for reappointment.

*Expenses

- This is a voluntary role, with reimbursement for agreed expenses (e.g., travel) in line with our expenses policy.

Application Process

How to Apply

- Submit a CV and cover letter detailing why you would like to join NAPA as a trustee. Applications should be sent to our CEO Hilary Woodhead enquiries@napa-activities.org.uk

Selection Process

- Informal discussion with the CEO.
- Formal interview with the Chair and CEO.
- Attendance at one meeting before final appointment by the Board.
- Two references.

Thank you for considering this opportunity. We look forward to welcoming new trustees to NAPA.

Thank you!

Thank you for considering joining the NAPA team.
We look forward to receiving your application!

Find us on LinkedIn

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Registered with FUNDRAISING REGULATOR

Find us on Instagram

NAPA

Registered Charity Number: 1070674 (England and Wales)
Registered Charity Number: – SCO38991 (Scotland)

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