

Title: Education Specialist

Reporting to: Chair of Trustees

Commitment: 4 hours per month (approx.) including one board meetings per month (two via Zoom and one per quarter in London). Board meetings are held every other month for 1.5 hours (timings flexible dependent on board availability).

Salary: Voluntary position. Travel expenses will be paid at 25p per mile.

Main Job Purpose: To provide advice and direction to the Board of Trustees regarding the workings of the UK education system and best practice to ensure that the work of Clear Sky is relevant and effective.

Clear Sky is a charity established to support children and young people who have experienced trauma and difficult life circumstances through specialist Play & Creative Arts Therapy services. Clear Sky use a whole school approach working with parents, teachers and other professionals; whilst keeping the child and play at the heart of everything we do. We want all children to be happy, love life and enjoy school.

Key Accountabilities

Main Responsibilities

- To provide guidance and advice to ensure Clear Sky's mission, vision and strategic direction can be achieved in partnership with education.
- To provide recommendations on how Clear Sky can add value to schools and support school staff from Senior Leaders, SENCo's, Teachers and Teaching Assistants.
- To provide expert information on the schools accountabilities for making appropriate provision including the guidance provided by regulatory and advisory bodies (e.g. Ofsted, Dept of Education etc.)
- To advise the Charity Director and CEO on appropriate networks within education to inform Clear Sky's contact strategy.
- To provide a quarterly board update on relevant developments in education and guidance on the opportunity for Clear Sky's work.
- To attend and constructively contribute to all board meetings.
- To develop a positive, collaborative relationship with the board members, CEO and Charity Director.
- To provide guidance in the changes in education policy at government level and advise how Clear Sky can position itself to be a preferred provider of mental health services to schools and local authorities.

Person Specification

Individuals are sought who have a strong empathy with our mission to help children who have experienced trauma. Experience, skills and expertise in education, an interest in the well-being of children combined with an in-depth understanding of our work and ambitions are particularly sought.

Knowledge, skills and understanding:

- Experience of a senior role within education.
- Good networks within education and a deep understanding of the UK education framework.
- Knowledge of the operation of a Not-for -Profit organisation.
- Ability to a make constructive contribution to Clear Sky's key objectives and strategies.
- Excellent communication, interpersonal and networking skills.
- A positive and 'can-do' outlook.
- Ability to evaluate situations and point out issues.
- Ability to think strategically.
- Able to observe and respect confidentiality.
- Ability to provide constructive challenge and support.

Context

The Board of Trustees are jointly responsible for the overall governance and strategic direction of the charity, its financial health, the integrity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

All trustees should also be aware of, and understand, their individual and collective responsibilities, and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the charity.

The statutory duties of a trustee are:

- To ensure the organisation complies with its governing document.
- To ensure that the organisation pursues its objectives as defined in its governing document.
- To ensure the organisation applies its resources exclusively in pursuance of its objectives – the charity must not spend money on activities which are not included in its own objectives, no matter how 'charitable' and 'worthwhile' those activities are.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- If the organisation employs staff, to appoint the CEO and monitor his or her performance.

In addition, with other trustees to hold the charity “in trust” for current and future beneficiaries by:

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for its “corporate” behaviour; ensuring that the charity complies with all legal and regulatory requirements.

- Acting as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity's governance is of the highest possible standard.
- Trustees are required to sign a non-disclosure agreement at the time of joining the board.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions.