

TRUSTEE RECRUITMENT PACK

*You can help to
change lives
for the better...*





WELCOME TO YPWD...

Thank you for expressing interest in volunteering with Younger People With Dementia (YPWD). We commend you on looking to make a positive impact in our community. This Volunteer Recruitment Pack is designed to provide you with essential information about our charity, our vision, mission and values, and the various volunteer opportunities available.

YPWD is a registered charity and was set up in 2012 to fill a gap in provision for those with young onset dementia and their family and carers. **Our aim is to support people living with a diagnosis of young onset dementia (YOD) through meaningful and age-appropriate services for those with young onset dementia and to provide services to support family members.**

We are currently operating across Berkshire, Surrey Heath, NE Hants and Farnham. The charity is governed by a board of Trustees and is run on a day-to-day basis by the Director, with activities delivered by a team of dedicated professionals.

A WORD FROM OUR CHAIR OF TRUSTEES



It is with great pleasure that we share that we are looking for a number of new Trustees to join our board at Younger People With Dementia (YPWD). Having been a Trustee for over two years now I'm humbled to be part of a charity that is making a daily difference to the lives of those we support with young onset dementia and their family and carers.

Being part of the Trustee Team that oversees and guides the charity is hugely satisfying as is working with the employees of the charity, seeing all the amazing work they do. Being a Trustee wasn't something I had considered before but being able to apply my HR and leadership skills to such a worthwhile cause has been a truly rewarding experience.

I'd encourage anyone with the skills we're looking for to consider applying; you won't regret it. If you do have any questions on what's involved with being a Trustee, I'd be very happy to have a short call to discuss in more detail.

Lisa Mooney

Chair of the Board of Trustees, Younger People With Dementia CIO

WHAT IS YOUNG ONSET DEMENTIA?

Young Onset Dementia affects adults of 65 years and younger. It is also known as working age dementia. Symptoms can develop from as early as in your 30s, 40s and 50s. Dementia does not discriminate, it affects people of all ages, genders and ethnicities.

Nationally there are estimated to be at least 70,800 younger people with dementia which means 92 in every 100,000 of the population are living with young onset dementia. In Berkshire, there are an estimated 679 people living with young onset dementia and 900 in Surrey.

Traditional services are designed to meet the needs and expected therapeutic outcomes of older adults and subsequently, access to activities appropriate for younger adults with dementia is limited. People with young onset dementia often experience a more rapid decline in cognition and quality of life at a time when they may otherwise have expected to be in employment and to have an active social life. The same applies to partners and other family members who consequently face social isolation and carer stress (Deliane van Vilet, 2010). In many cases, carers have to give up work to support their partner and therefore, the ability to provide respite on a daily basis is often pivotal to keep carers in work and reduce stress. Furthermore, for the person with dementia, lack of appropriate activities can result in an increase in social isolation, apathy, a decline in health and increased risk of behavioural and psychological symptoms of dementia.

Having dementia at a younger age is associated with a greater number of unmet needs and unmet needs are associated with an increase in neuropsychiatric symptoms. This, together with increased carer stress, is a major risk factor for institutionalisation (Bakker, 2013). Specifically, the study found that an increase in the number of unmet needs leads to the occurrence or worsening of neuropsychiatric symptoms.

IMPACT STORY: RICHARD AND LYNNE

“A lot of the things he’s done at the workshops, he would never have tried before dementia.”



Richard is one of the beneficiaries of the activity-based workshops run by Younger People with Dementia (YPWD). Over the past year he has attended katanuiging, golf, choir, day trips to National Trusts, visits to Windsor Castle, farm visits which included cooking, walking and animal therapy. Below his wife Lynne talks about Richard’s diagnosis and outlines the benefits of the support they have received from our charity.

“We’ve been part of YPWD for the last three years and we’ve been married 50 years. Richard was diagnosed three and a half years ago, but I predicted that Richard had dementia a long time before he was diagnosed. Richard retired at 60 and very soon after that, I noticed that there was something not right. He’d be doing silly things like hiding things, putting things in different places, forgetting things and repeating things a lot. He was getting frustrated all the time, and so it was little things like that, which on their own don’t seem like much. I never thought it would happen to us. Richard was getting more and more anxious over stuff, forgetting where he’d put keys, and it was just a series of very small things. I made a couple of trips to our doctor to talk about it and they said I needed to persuade Richard to come in with me, but he was very resistant because he remembered what happened to his mum and grandma, who both lived with young onset dementia. Eventually we did go to the doctor, they did some memory tests, and they said they thought we should go along to the memory clinic. Richard was diagnosed there and then. It wasn’t a shock and yet it was, to have somebody actually say it to you.

We were then introduced to YPWD and we’ve been with them ever since. I got to meet all of the other carers in the same situation, which was great because you feel isolated, you feel like the bottom has dropped out of your world, as you really don’t know what’s going to happen. YPWD has been a saviour to us both. Richard goes to a lot of workshops; he’s been in the choir from the beginning and now he does all sorts of things. He loves all the physical activities but some of the other things he would never have tried, and he really has enjoyed them. YPWD, I’d recommend it to anyone. I think in a strange way we’re very lucky people because so many people going through this have got no support. We just want to say thank you very much to YPWD for everything, it’s our life-line.”

WHAT DO WE DO?

Our specialist and professional team provide activity-based workshops, micro groups and time limited one-to-one support to those with YOD. Our workshops run through the working week, Monday to Friday, and are run in programmes of 6 weeks. This means that the activities offered are always changing to reflect the needs and interests of our service users, with the exception of Harmony Choir, which has been running on Tuesdays since the charity was born.





The support provided gives participants opportunities to socialise and take part in meaningful activities. These have included art, archery, cooking, equine therapy, gardening, katanuving, multi-sports, pottery painting, walking, along with many others. Our support workers are always on hand to ensure that our workshops are inclusive, enabling, supportive and innovative.

We are **risk positive** in deciding what to offer as we are aware that people attending are younger, more active and would like the opportunity to try more physically challenging activities. We welcome input and ideas from the person with dementia, their carers and their families.

Alongside our weekly workshops, micro-groups and one-to-one support, we also provide support by delivering children's groups, education and training, social events and carer support. Our social events called 'All Together Now', are organised for our service users and their loved ones and run quarterly throughout the year. Previous events have included three course meals, afternoon teas, quiz nights and discos. The charity's annual Christmas Concert is our most highly anticipated event of the year, bringing around 200 people together.

YPWD works closely with many services across our areas of operation, these include our colleagues in the NHS, such as Memory Clinics, Admiral Nurses and Dementia Care Advisors. We will also signpost those with YOD to any additional support services that are appropriate and available.

OUR MISSION STATEMENT

Our Vision is to influence a world where Younger People with Dementia are included and involved in every aspect of life without discrimination or stigma.

Our Mission is to provide meaningful activity and respite for younger people with dementia and their families and carers.

We work alongside other statutory provision, across the working week with the aim of giving individuals the best life they can with dementia.

OUR CORE VALUES



Innovative



Supportive



Enabling



Inclusive

STRATEGIC PURPOSES

Our strategic purposes are listed below outlining the areas of service delivery, project delivery, people and work culture, our Trustees and finance.

YPWD Service Delivery

To ensure we meet our contractual obligations with funders.

Project Delivery

To reduce health inequalities for those living with YOD; to provide support to children of parents with YOD.

People & Culture

To enhance staff engagement and culture; develop our people; recruit, develop and retain volunteers.

Trustees

To continue to build a high performing team of Trustees with a focus on clarity of roles and on-going professional development.

We would like to recruit 2 further Trustees with a focus on IT, Marketing and Health, with one at least from within Surrey.

Finance

To ensure through contractual arrangements, grants, donations and fundraising that we meet the financial needs of the organisation.

TRUSTEE ROLE DESCRIPTION



The Board of Trustees are responsible for providing appropriate oversight, governance and leadership to Younger People With Dementia (YPWD) in the pursuit of its strategies.

The Board of Trustees are collectively responsible for the governance and functioning of YPWD. They are accountable to stakeholders and need to be open and transparent in their work.

The Board appoints, appraises and manages the Director of Operational and Clinical Services, overseeing their performance and delivery of strategic goals. They must satisfy themselves as to the integrity of financial and other information and that quality controls and systems are robust and defensible. This would include risk management.

The Board are expected to provide leadership, safeguard the good name, values and reputation of YPWD, play an integral role in decision making and work in partnership with the Director of Clinical and Operations Services. Each Trustee should each use any specific skills, knowledge or experience they have to help the Board reach sound decisions.

Key oversight areas for the Board include strategy, culture, performance, financial reporting, risk management, compliance, executive talent management and compensation.

WHAT ARE THE TRUSTEE REQUIREMENTS?

Each of our Trustees are expected to...

- Uphold the highest standards of integrity and probity.
- Exercise independent judgement using reasonable care, skill and diligence.
- Participate fully in the work of the Board, ensuring collective responsibility.
- Participate in training and evaluations as an individual as well as part of the Board.
- Maintain absolute confidentiality as appropriate about Board business.
- Maintain the Board members' commitment to build diversity, renewal and succession management in line with good practice.
- Follow proper and formal arrangements for Director appointment, supervision, support, appraisal and remuneration.

TO BE A YPWD TRUSTEE, YOU MUST HAVE...

- A strong understanding and acceptance of the legal duties, responsibilities and liabilities of Board membership.
- Excellent, independent judgement.
- The ability to discharge the duty of prudence through acting responsibly, reasonably, honestly and with integrity.
- The ability to think creatively with a strategic vision.
- An ability to work effectively as a member of a team, participating and collaborating whilst also being confident in challenging constructively.
- An open, objective and accountable approach.

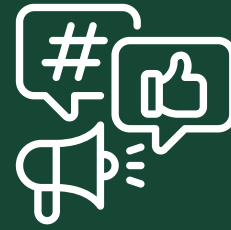
THE SKILLS, KNOWLEDGE AND EXPERIENCE THAT WE ARE PRIORITISING IN THIS RECRUITMENT ARE AS FOLLOWS...



I.T.



Health



Marketing

We are particularly interested in Trustees who are currently residing or working within the Surrey or North East Hampshire area.

YPWD currently meets 6 times annually at Trustee Board meetings. Trustees are expected to attend all Board meetings and any additional Board calls (convened between Board meetings). Board meetings are face-to-face in Wokingham and are currently held on a Tuesday evening, from 5.15 pm to 7.00 pm.

For 2024 these will take place on:

12 March, 14 May, 9 July, 10 September and 12 November.

There are currently three Board committees (Finance, HR and Health Inequalities), which meet on average 6 times a year. Trustees will be expected to serve either as chair or member of at least one Board Committee, or contribute towards such meetings. Committee meetings are usually held virtually, although may occasionally be held face-to-face.

In addition to the above meetings and calls, you will also need to set sufficient time aside to read Board and Committee papers in advance of meetings/calls and to consider and respond to e-mails. You are also actively encouraged to attend some workshops and events held during the year to understand what the charity delivers.

This role requires a time commitment of around **1-2 days per month** (worked flexibly) however this may fluctuate depending on demands.

FURTHER INFORMATION

The role of Trustee is not remunerated.

Expenses will be reimbursed for reasonable and properly documented expenses incurred in performing your role.

Trustees are initially appointed for a term of three years, which may be extended subject to review by Chair of Trustees. Appointment to, and ongoing service on, the Board is subject to the below eligibility criteria. Trustees must:

- Be willing to act as a Trustee of YPWD and be eligible to do so.
- Understand YPWD's objects and rules set out in its governance document and understand their role as a Trustee.
- Have read, understood and be willing to abide by the charity's mandatory policies.
- Attend a minimum of 75% of meetings each year, either face to face or virtual, as requested.
- Undertake training as agreed by the Board of Trustees.



INTERVIEWS AND SHORTLISTING FOR RECRUITMENT - 2024

If your application is successful, please find a timetable below for the recruitment process.

We can't wait to meet you!

To apply to become a Trustee for YPWD, please forward an up to date CV, together with a supporting statement (maximum 1000 words) to **caroline.blanchette@ypwd.info**.

Please send us your application by Sunday 17th of March.

First interviews are due to take place on Wednesday 17th of April.

Shortlisted candidates will be asked to visit one of our activity-based workshops, which will provide an important insight into the services we provide for the families we support. This will take place during the weeks commencing 22 April and 29 April dependent on availability.

Second/final interviews will take place on Friday 10th of May.



HOW TO APPLY

To apply to become a Trustee for YPWD, please follow the steps below:

Please forward an up to date CV, together with a supporting statement (maximum 1000 words) to **caroline.blanchette@ypwd.info**.

Please ensure to include mobile, work and home telephone numbers as well as any dates when you will not be available or might have difficulty with the recruitment timetable.

HOW TO CONTACT US

Registered Office:

First Floor, Unit 9 Indigo House,
Fishponds Road, Wokingham, RG41 2GY

Find us on social media...

Facebook: YPWD Berkshire

Instagram: @ypwdberkshire

X: @YPWD



contact@ypwd.info



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www.ypwd.info