



National Centre for Creative Health (NCCH)

Trustee Recruitment Pack

Registered Charity No. 1190515

THE ROLE OF A TRUSTEE AT NCCH

Being a trustee of NCCH will be an opportunity to help shape the future of *Creative Health* in the UK. This is a dynamic and expanding cross-sectoral space with a growing commitment from government as well as from statutory bodies and community organisations in health, social care and the arts and culture. As a trustee of the NCCH, you will be part of a lively and engaged group of people with varied and rich experience and knowledge.

Our current priorities mean that we would particularly welcome applications from people who have experience and knowledge of social care and have held a leadership role in a local authority in relation to social care.

We encourage trustees to offer support to NCCH in particular areas of expertise but also welcome the other ways in which people's individual skills and experiences can inform the work that we do.

NCCH trustees have a legal obligation to act in the best interests of the NCCH and in accordance with NCCH's governing document.

PRACTICAL COMMITMENTS

Every trustee is appointed for a term of three years. Trustees meet 4 times a year. Meetings are held on Zoom. We have one face-to-face 'Awayday' each year.

1-2 weeks before each board meeting, the trustees receive the board papers.

Trustees will need to agree to being listed as a trustee on the [Charity Commission website](#).

THE ROLE OF TRUSTEES OF NCCH

Trustees should be:

- Aware of and understand the role of trustees to uphold the legal duties, responsibilities and liabilities of trusteeship.
- Committed to advancing health and wellbeing and the role of arts, culture and creativity in supporting our health and wellbeing.

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- Willing and able to commit time and energy to support the organisation to be sustainable and well managed.

Legal requirements:

To find out about the roles and responsibilities of charity trustees please visit the Charity Commission website: <https://www.gov.uk/guidance/charity-trustee-whats-involved>

The 6 main duties of a charity trustee are to:

1. Ensure a charity is carrying out its purposes for the public benefit
2. Comply with the charity's governing document and the law
3. Act in the charity's best interests
4. Manage the charity's resources responsibly
5. Act with reasonable care and skill
6. Ensure the charity is accountable

Trustees must make sure the charity is carrying out its purposes for the public benefit. You can find out more about the public benefit rules for charities here:

<https://www.gov.uk/guidance/public-benefit-rules-for-charities>

Please check that you are not disqualified from being a trustee here: [automatic disqualification guidance for charities](#)

PROCEDURE FOR RECRUITING TRUSTEES

1) NCCH follows its [Equality, Diversity, Inclusion, and Belonging Policy Statement](#) and Action Plan, Safer Recruitment Policy, and Trustee Recruitment Policy when recruiting trustees.

Safer Recruitment Statement

The National Centre for Creative Health is committed to safeguarding and promoting the welfare of children and adults at risk of harm. NCCH expects all staff, trustees, and associated personnel to share this commitment. NCCH has a clear safeguarding policy and will take up references and will make appropriate checks as required prior to any offer of an appointment.

Diversity Statement

The National Centre for Creative Health is committed to promoting equality and diversity, providing an inclusive and co-operative environment in which all individuals working for and on behalf of the organisation feel respected and able to give of their best. NCCH is committed to reflecting and representing the diversity of the UK and to equal opportunities. The policies and practices of the NCCH aim to promote an environment that is free from all forms of unlawful or unfair discrimination and values the diversity of all people. At the heart of everything we do, we seek to treat people fairly and with dignity and respect.

2) We ask all applicants applying to an advertised position to give us a brief CV and covering letter explaining the skills they can offer and why they would like to be a trustee. We may also ask for the name of two referees, with whom we may choose to follow up prior to any trustee appointment.

3) Trustee applications will be reviewed by a minimum of one trustee (usually the Chair) and the Director, however additional trustees may be involved in the appointment process if required.

4) Applicants will be interviewed by the Chair of the Board and one other trustee and the Director.

5) New trustees are then formally agreed by the existing Board members and appointed by a resolution at a properly convened Board Meeting.

WELCOMING A NEW TRUSTEE: INDUCTION

Some things need to be done as soon as soon as a trustee is appointed. Other things can be done when it is convenient for everyone (perhaps within 6 months).

Immediate:

1) Fill in declaration form.

2) Receive and read our Trustee Induction Pack, outlining trustee roles and responsibilities, and a copy of our core policies and Constitution. (NB this is done electronically)

When convenient:

3) Meet with the Director and Chair of Trustees to

- Learn more about how the board works
- Find out more about what is involved
- Talk in detail about the skills that the new trustee can bring to us
- Discuss any training/ support needs
- Learn about our NCCH activities and programme strands

4) Meet with the rest of the Board of Trustees and/or Senior Management.

- Find out about the staff, other trustees and their responsibilities
- Ask any questions about our policies and procedures
- Receive invitations to relevant events, etc

HOW TO APPLY

Please send a brief CV and covering letter to the NCCH Director, Alex Coulter, at info@ncch.org.uk

Key Dates:

Deadline for applications: Sunday 25th January 2026

Interviews: February 2026