ENDOMETRIOSIS UK

Trustee Recruitment Pack

Do you have the experience and the drive to create change to improve understanding, diagnosis and support for endometriosis?

Contents

May 2025

Dear applicant

Endometriosis UK Trustee Application

Thank you for your interest in becoming a trustee of Endometriosis UK. Endometriosis impacts on the physical and mental health of 10% of women and those assigned female at birth, from puberty to menopause - although the impact can be felt for life. Yet it's a disease most people have never heard of, do not understand and the cause is not known. It costs the UK economy around £8.2 billion every year in healthcare costs, loss of work and treatments and yet it isn't recognised by most employers. As the UK's leading charity for all those affected by endometriosis, we're determined to change this and ensure that everyone gets prompt diagnosis and the best treatment and support.

We've big ambitions in our new strategy, focused on supporting those with endometriosis, driving down diagnosis times, campaigning for improved treatments and access to services, raising awareness, and leveraging more money into research. We place people with endometriosis at the heart of all we do, and with an average time to get a diagnosis of 8 years, the cause of the disease unknown and no cure, there is so much more they need and want. If we get our work right, we really can make a difference to the 1.5 million women and those assigned female at birth with endometriosis in the UK – and all those diagnosed in the future.

The pandemic had a major knock-on effect to the treatment of endometriosis. Cancelled surgeries and appointments left those with endometriosis unable to access treatments and support or get a diagnosis. We have a big job to do, increasing the support we provide, reaching everyone affected by endometriosis and ensuring they get the support they need. Despite being small we've achieved a lot. But there is so much more we want to do.

This is an exciting time to join the Endometriosis UK trustee board, as the organisation develops to achieve the changes that are needed to support those affected by the disease and to drive down diagnosis time. We are looking for **one new trustee** to build on this momentum to strengthen our organisation and bring about change for those with endometriosis. We have a skills-based board, with Trustees having one or more identified skills, with the overall membership of the Board providing the complete set of skills.

At this time, we are particularly looking for a trustee with significant experience of charity governance, management and best practice.

Please do feel free to contact me for an informal conversation about the role. Informal conversations can be arranged by contacting assistant@endometriosis-uk.org.

I very much look forward to receiving your application.

Yours sincerely

Liz Campbell

Chair of the Board of Trustees

2. How to apply for the role

Please send a cv (maximum 2 sides of A4) and a supporting statement letter (maximum 2 sides of A4) outlining how you meet the requirements of the trustee person specification, including information about your skills and experience, using examples where possible.

Closing date for applications – 9am, Monday 7th July 2025

Please send completed applications by email to assistant@endometriosis-uk.org marked for the attention of Liz Campbell, Chair, Endometriosis UK.

Interviews will be held during week commencing 28th July, with initial interviews being held virtually, carried out by a small panel of trustees.

Once appointed, induction training will be arranged at a date convenient with the appointee.

If you have any questions or would like to arrange an informal conversation to discuss the role, please get in touch by emailing assistant@endometriosis-uk.org .

For more information about our work, trustees and staff team please visit https://www.endometriosis-uk.org/.

Follow Endometriosis UK on Instagram endometriosis.uk and LinkedIn find out more about our work

3. Description of the role and person specification

Endometriosis UK Trustee Board Members

Background

Endometriosis UK is the largest UK charity for those with endometriosis. Endometriosis UK works to:

- Provide support to those with endometriosis and their families and friends
- Provide clear, objective information about the condition and its treatments
- Raise awareness amongst health professionals and the general public about the condition
- Support research into endometriosis.

This is an unpaid role. Reasonable pre-agreed travel expenses will be paid.

Time commitment:

- five Trustee Board meetings a year, including preparation for meetings, reading papers etc; and attendance at an annual strategy day and AGM (held on the same days as Board meetings). Three meetings are held in person on London on a Saturday, with two meetings being virtual evening meetings.
- Trustees have the opportunity to take part in Board sub-groups and project groups to develop aspects of the organisations' work. Current sub-groups include the Finance Committee and Diversity & Inclusion Sub-Group.

Trustees are also invited to attend Endometriosis UK events.

We are currently recruiting for **ONE NEW TRUSTEE** to join the board. We are particularly looking for significant experience of charity governance, management and best practice. Examples of how this might have been gained include having worked at a senior level in a charity, or previous trustee experience.

If you are keen to join the Endometriosis UK Board and don't have this experience, there will be further opportunities over the next year as we will be recruiting for more trustees as Board members reach their maximum length of service. Keep an eye on our social media for more information.

Personal experience of living with, or having a close family member with, endometriosis, is vital on our Board. Whilst we look favourably on applications from those in the endometriosis community, we already have Trustees with first hand lived experience and new trustees do not need to have endometriosis..

We also particularly welcome applications from trustees from a range of backgrounds and experiences as part of our commitment to diversity.

The role of the Board of Trustees and duties of trustees

At its simplest, the role of the trustee board is to receive assets from donors, safeguard them and apply them to the charitable purposes of Endometriosis UK. The board sets the strategic direction of the charity. The board must always act in the best interests of Endometriosis UK, exercising the same standards of duty of care that a prudent person would apply if looking after the affairs of someone for whom they have responsibility. The trustee board must act as a group and not as individuals.

The duties of a trustee board member are to:

- ensure that Endometriosis UK complies with its governing document, charity law, company law and any other relevant legislation or regulation;
- ensure that the charity pursues its charitable objects as defined in its governing document;
- ensure that the charity applies its resources exclusively in furtherance of its objects, i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are;
- contribute actively to the board of trustees' role of giving clear strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets;
- safeguard the good name and values of the charity;
- ensure the effective and efficient administration of the charity;
- ensure the financial stability of the charity.

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions.

The trustee board is also responsible for recruiting, managing and supporting the Chief Executive.

Trustee Person Specification

Each trustee must have:

- strategic vision
- commitment to Endometriosis UK, its mission, vision and values
- willingness to devote the necessary time and effort to be an effective trustee
- good, independent judgement
- willingness to speak their mind and ability to provide effective support and challenge in a board setting
- ability to think creatively and imaginatively
- understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- an ability to work effectively as a member of a team and to take decisions for the good of Endometriosis UK
- integrity
- commitment to diversity and inclusion
- commitment, enthusiasm and passion for endometriosis and women's health.

Further information about Endometriosis UK's governance and Board of Trustees

Skill set required by Endometriosis UK Board of Trustees

Endometriosis UK has undertaken a skills audit and considered the ideal make-up of the Board of Trustees. Our ideal board would include the following skills and experience – those in bold are areas we are prioritising in this recruitment round:

- Personal or professional experience of diversity and inclusion issues
- Charity trustee experience
- **Charity senior management experience**
- NED experience
- **Charity finance experience**
- Financial qualification
- Communications and social media expertise
- Marketing and digital marketing expertise
- Ability to provide external scrutiny
- Commercial / Private sector experience
- Experience of risk management
- Experience of volunteering
- Personal experience of endometriosis
- Close family member of someone with endometriosis
- Clinical specialism in endometriosis in secondary/tertiary care
- Experience of working in primary care
- **Governance experience**
- Experience in IT / technology / digital
- Experience of setting strategy /oversight
- Experience of setting / managing budget
- Experience of grant making / philanthropy
- Health & Safety legislation in a work environment
- Equal opportunity & diversity
- HR training & development
- Conflict resolution
- Fundraising / income generation
- Campaigning and achieving change, at a national level
- Policy experience
- Geographical location (nation)
- The ideal board would also be diverse and this diversity will be guided by the definitions of the nine protected characteristics as set out in Equalities Act 2010 (age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation) and also include geographical diversity with representation from around the UK and, in line with the Charity Governance Code, also consider backgrounds, life experiences, career paths and diversity of thought).

One Trustee may have the required skills in more than one area but the overall membership of the Board should provide the necessary skills in all these areas. **We particularly welcome applications from trustees from a wide range of backgrounds in line with our commitment to ensuring that our board is diverse.**

Understanding of endometriosis and membership of Endometriosis UK

Potential trustees do not have to have personal experience or detailed knowledge of endometriosis but Endometriosis UK is committed to ensuring that the board would always contain trustees with lived experience of endometriosis. Our current board includes a number of trustees with lived experience of endometriosis alongside the skills and experience they bring to the board. Trustees are asked to demonstrate their interest in and commitment to improving the lives of those with endometriosis.

All trustees are required to be members of Endometriosis UK and we would ask new trustees to become a member of the charity before joining the board.

Term of Office

Trustees serve an initial three year term with an opportunity to serve for a further three years with a maximum term of office of six years.

Board meeting schedule

These are held at five times a year, currently a mix of half day meetings on Saturdays in London and virtual meetings in the evening although trustees are consulted in advance of setting the annual meeting schedule to ensure that it is convenient to the majority. Trustees are able to join some meetings via video conference facilities if they are not able to attend in person. In addition, the board holds a Strategy Away-Day each year aligned to one of the Saturday Board Meetings. All trustees are also expected to attend the AGM of the charity and, where possible, training or fundraising events held on occasion throughout the year.

You can find out about the Endometriosis UK trustees at https://www.endometriosis-uk.org/trustees

Useful information for applicants

Endometriosis UK's recent Annual Reports and Accounts can be found here - https://www.endometriosis-uk.org/about-us

All applicants should be aware of the relevant Charity Commission guidance in particular CC3 The Essential Trustee https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3

4. Endometriosis UK: Our strategy for 2025-2030

Who we are

We are the UK's leading charity for all those affected by endometriosis, determined to ensure that everyone gets prompt diagnosis and the best treatment and support. Because many with endometriosis also have adenomyosis, our work will cover both diseases.

We work to break down barriers to access - wherever endometriosis impacts on lives. We are a powerful voice for those with endometriosis, driving up care standards across the UK.

The endometriosis community is at the heart of all we do. We lead collaboratively across our community, acting to inform, empower and advocate for all those affected by the condition.

We fight to make change happen for everyone with endometriosis, to end chronic menstrual related pain being brushed off as normal, and raise awareness of endometriosis and menstrual health with policy makers, employers and healthcare practitioners.

We are knowledgeable, inclusive, compassionate, bold and work with integrity. We live these, our organisational values, in everything we do, and expect everyone we work with to respect and uphold the same principles.

Why we are needed

Endometriosis is a long-term health condition affecting 10% of women and those assigned female at birth from puberty to menopause, although the impact may be felt for life. That's over 1.5 million in the UK.

Yet it's a condition the majority of people have never heard of and do not understand. The cause of endometriosis is not currently known. Without awareness, pain and symptoms can be dismissed, brushed aside as 'normal' when they are anything but. It costs the UK economy around £8.2 billion every year in healthcare costs, loss of work and treatments.

Endometriosis is a spectrum condition. The impact of the condition can be minor for some people, whilst for others it can have a significant, sometimes devastating impact on all aspects of life: education, career, relationships, sex, fertility and quality of life. The wider impacts of endometriosis pain and symptoms can be seen and felt across both physical and mental health.

Adenomyosis has similar symptoms to endometriosis. If an individual has both diseases and only endometriosis is managed and treated, then symptoms may persist.

Our mission

We believe in a world where endometriosis is recognised and understood, and where the disease does not limit people's lives.

We believe that everyone with endometriosis in the UK has the right to appropriate, high quality treatment regardless of background, identity, location or circumstance.

We believe everyone currently living with endometriosis should have the best care as a result of new developments in treatment, and that proactive research is vital to finding the cause and, one day, a cure.

We believe adenomyosis needs to be included in our work, as many have both diseases and symptoms are similar.

Our commitment to Equity, Diversity and Inclusion

Endometriosis UK is committed to supporting and advocating for everyone affected by endometriosis regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Everyone affected by endometriosis needs to be acknowledged, and we know that we must do more to identify the needs of all those affected by endometriosis, develop, maintain and evaluate our work to meet those needs and advocate for necessary change and ensure all voices are heard.

We will ensure that equity, diversity and inclusion are at the centre of our work as we take forward our strategic plan.

Our strategic goals for 2025-2030

To achieve our mission, our 2025-2030 strategy will place those living with endometriosis at the heart of our work. We will focus on four strategic goals:

- Diagnosis takes an average of a year or less
- Access to high quality, effective management and treatment
- Supporting everyone with endometriosis to live well, at every stage of their life
- Providing hope for the future through supporting research

The full strategy can be found on our website here.