

A group of people in a fitness studio, smiling and exercising. The foreground features a woman with a colorful headband and a patterned tank top, laughing joyfully with her arms extended. In the background, other participants are visible, including a woman in a purple shirt and another in a white shirt, all appearing to be in a group exercise class. The setting is bright and airy, with large windows in the background.

Trustee Recruitment Information for applicants

Message
from the
Chief
Executive
– Marg
Mayne



I am delighted that you are interested in finding out more about Mytime Active, and the exciting future we have ahead of us.

We are a social enterprise on a mission to improve wellbeing. We make it simple for people to get more out of life by moving more, eating better, feeling positive and making new friends. We understand what it takes to make a positive impact on everyday wellbeing and we are here to make it simple, easy and more fun for everyone in our neighbourhoods to live longer, healthier and happier lives.

As an independent charity, we reinvest our profit back to where it matters – the long-term wellbeing of our local neighbourhoods.

In 2019 we have entered a new era in the company's history. Having secured a 40-year lease to provide leisure services in Bromley, and with other long term arrangements in the Midlands and elsewhere, we are focused on raising our business performance, delivering exceptional integrated wellbeing services to our hundreds of thousands of customers, and driving our ambition improve the wellbeing of our local communities.

As a charitable social enterprise, we are looking for voluntary Trustees to join our Board of Directors, to guide our growth and direction, and help us deliver our strategy and realise our ambitions. We are seeking candidates with a wide range of skills and backgrounds to ensure the Board as a whole has experienced and diverse perspectives. More detail can be found in the rest of this pack.

Thank you for the interest you have shown in our organisation.

Best Wishes,

A handwritten signature in black ink that reads "Marg". The signature is written in a cursive, slightly informal style.

Marg Mayne



Wellbeing – it's in our DNA

Our mission is to improve wellbeing in our communities, making it simple for people to get more out of life.

It's about more than just being active, it's being connected, building self-esteem and eating well. These are the things we aim to contribute towards improving for our customers and wider community through everything we do.

Health trends demonstrate that increasing cases of disease, illnesses and poor mental health are impacting across the generations. We are passionate about tackling that trend.

Our Business

We are an integrated wellbeing provider offering around 100 products and services across swimming, gyms, group exercise, golf, bowling and soft play.

We also offer specialist social, health and wellbeing programmes so we can provide targeted support. We have something to offer everyone from children to grandparents and everyone in between.

We are proud to be a social enterprise and an independent charity. We charge affordable prices and we reinvest all of our profits back where it matters most – the long-term wellbeing of our neighbourhoods.





Our Goals and Strategy

‘The Theory of Change’ is our unique approach to making an impact on the wellbeing of our neighbourhoods.

It ensures we always apply our trusted expertise and best practice to design programmes, products and services, across four key pathways, that meet the needs of our local communities.

It highlights the importance of making behaviour change simple, tailored and expertise-led, while being underpinned by a firm set of values. It also sets out the importance of monitoring the effectiveness of our efforts and the overall impact on wellbeing via our outcomes.

We measure our business success against three goals:

1. Improve the wellbeing of our communities
2. Grow turnover and profitability
3. Increase our employee engagement score to 80%

Theory of Change

Know our customers

Design our activities

Stamp our signature

Measure our outcomes

Deliver through our four pathways

Community impact



Be together | Be positive | Eat well | Be active

Group exercises
Gym and sport activities
Golf
Swimming
Casual menu
Catered functions
Health programmes
MEND Weight Management
Kids menu and parties
Soft play
Childcare
Swimming lessons
Youth Games



Simplify behaviour change



Apply trusted expertise and best practice



Meet the needs of individuals



Our values:
#ShowPassion
#OwnIt
#OneTeam

Participation/Satisfaction/Achievement



Be active



Eat well



Be positive



Be together

Improved wellbeing

Trustee Role

Key Responsibilities

- To ensure that Mytime Active has a clear vision, mission and strategic direction
- To ensure that the resources of Mytime Active are applied exclusively for the purposes set out in the Trust Deed, acting in the best interests of the charity and its beneficiaries
- To hold the Executive accountable for the performance of the Mytime Active, ensuring key performance indicators, internal controls and systems are in place and regularly reviewed and audited.
- To review major risks and ensure systems are in place to mitigate the risks.
- To ensure that Mytime Active complies with all legal and regulatory requirements.
- To ensure that Mytime Active's governance is of the highest possible standard, including compliance with all legal and regulatory requirement, including the Charity Commission
- To reflect annually on the board's performance and individual performance as a board member.
- To act reasonably and prudently in all matters relating to the charitable company, always bearing the interests of Mytime Active and its beneficiaries in mind.

Key Duties

It is expected that board members of Mytime Active will familiarise themselves with the work of Mytime Active and will undertake a range of activities that will enable them to discharge their responsibilities set out above. These will include:

- Attending regular board meetings, reading relevant papers and being prepared to make a contribution.
- Leading on, and being responsible for, key activities, and sharing expertise as a member of a sub-committee, working group or in other appropriate ways.
- Being prepared to attend consultative forums or partnership groups, acting as a spokesperson for Mytime Active when asked to do so, working within an agreed brief.

Person Specification

- Strong senior level commercial experience, preferably in a consumer facing or operational context
- Experience at Board level either as Non Executive or Executive.
- Strategic awareness combined with an ability to process detail and get to the heart of an issue.
- Good communication and interpersonal skills, and a proven ability to work effectively and cooperatively as a member of a team.
- Understanding of the role of a Trustee in a charity
- An understanding of and commitment to the aims and strategy of Mytime Active, including the mission and social objective.
- Understanding of equality and diversity issues appropriate to the role.
- Willingness and ability to devote the necessary time and effort to board member duties.

What are we looking for?

We are seeking experienced professionals who want to contribute to our mission as non-executive trustees on our Board. The general attributes we need from all Trustees are set out in the person Specification on the previous page.

In addition, to ensure we have the right mix of skills, experience and diversity round the Board table, we are looking in particular for individuals with a strong network in the east or west midlands that is relevant to our business e.g. in wellbeing, health, leisure, golf, commercial sector, community development or political knowledge.

You will also have professional experience at senior level in one of the following areas;

- Finance and commercial
- Digital and Technology
- Customer facing operations
- Public / primary health sector

In addition skills in HR and organisational design and in legal skills would be an advantage.

This is a voluntary role which does not attract a salary, although expenses incurred will be reimbursed. The Board meets 4 times a year, generally afternoons in central London, but with some meetings taking place at our operational locations. Trustees are expected to liaise with Executive Directors outside of the Board meetings to support and advise as needed, and to stay sufficiently in touch with the business to be able to inform their judgements. The Board has two standing sub committees, Audit Committee (4 time per year) and Remuneration Committee (once or twice per year). From time to time the Board delegates to a small group of Trustees to oversee specific matters outside of the Board cycle. All the above means the commitment is between 6 and 8 days per annum, depending on circumstances

How to apply?

If you are excited by this opportunity and wish to play a pivotal role in Mytime Active, please email corporate.meetings@mytimeactive.co.uk by sending your CV with a supporting statement.

For an informal and confidential discussion, please email Philippa.wadelehman@mytimeactive.co.uk

The closing date for applications is 24th January 2020, and interviews will be held on the 30th & 31st January 2020

We particularly, but not exclusively, invite applications from suitably qualified individuals who are women, from ethnic minority communities or have connection with communities in which we operate.