



Trustee

(Equality, Diversity and Inclusion Lead)

June 2024



1.Role summary

Title	Trustee (Equality, Diversity and Inclusion Lead)
Remuneration	Trustees are not remunerated, but reasonable expenses are paid
Hours	Attendance at 8 evening Board meetings a year and some additional hours per month on special projects, in line with your skills
Term	We have no minimum term requirement from our trustees. We welcome a conversation about how long you could commit to our charity.
Location	Trustees can attend meetings either in person at our offices in Warrington, or via Microsoft Teams

2.About Wheels for All

Wheels for All (the operating name of Cycling Projects Ltd) is a leading national charity delivering accessible cycling opportunities for people to be active on their terms.

- Wheels for All was established over 30 years ago and has created the largest network of accessible cycling opportunities across the country.
- Supporting people to start and continue cycling regardless of ability.
- Working with local partners, we have supported the creation of more than 50 accessible cycling hubs, many of which are now run independently, assisted by dedicated and committed staff and volunteers.
- Wheels for All is also a national leader for accessible cycle training providing specialist support and guidance to community initiatives and partners on setting up local inclusive cycling programmes.
- We are proud to support more people to be more active, improving their physical and mental wellbeing.
- We are committed to providing safe, enjoyable, accessible and social environments for our participants to begin and progress their cycling, whether for recreation or active travel.

Our strategic aims are:

- To be the lead for inclusive cycling at a national level
- To establish inclusive cycling opportunities within every region and district
- To support the development and sustainability of the projects of the charity
- To implement a fundraising strategy that supports local, regional and national Wheels for All programmes and other inclusive cycling programmes
- To champion a set of standards that underpin training and development for the sector and a Centre of Excellence programme for Wheels for All

We are currently in an exciting period of growth as we upscale our delivery to enable more people to enjoy the benefits of cycling. We are seeking to recruit to our Board of Trustees to help us deliver our ambitious plans.

Our new 'We Ride Together' Film captures the true spirit of the charity through powerful language and imagery by telling the story in the form of a poem about Dave, a *Wheels for All* volunteer and cyclist who had been recently widowed and joined the charity to help him deal with his bereavement. Loneliness is one the largest health concerns we face and people are feeling more isolated and disconnected than ever before, but Dave is proof that having a connection with others through a shared interest such as cycling can provide a happier and healthier future for all involved. Our cycling programmes are fine examples of how such communities can flourish and thrive and we should never underestimate the lifeline that the charity is to so many people.

Please watch the new film here

<https://www.youtube.com/watch?v=wAHYqIQqUa8>



3.Role overview

Help us to champion Equality, Diversity and Inclusion (ED&I) through our governance and strategic planning to ensure we are accessible to everyone.

We are recruiting an ED&I specialist to join our dynamic and driven Board of Trustees to strengthen our ED&I awareness, policy and practices across the accessible cycling landscape.

Accessibility is at the very heart of our charitable operation, and we are conscious there is great deal more that can be achieved to ensure our services our truly accessible to everyone who could benefit from them.

We aim to ensure our board is reflective of people from all backgrounds, abilities, identities and lived experiences who can hold the charity to account on its commitment to equity, diversity and inclusivity. With your help, we will

embed this approach across charitable operations and the wider cycling landscape.

4.Role responsibilities

We are seeking candidates who are experienced and willing to take a hands-on approach to fill this important board position who will work closely with our CEO and Executive Management Team to develop our ED&I Policy, Strategy and Action Plan. You will ensure ED&I is considered at the heart of all relevant decision making at board level and input fresh ideas and opportunities to ensure we truly deliver our strategy and plan on a national and local level.

As the Trustee (Equity, Diversity and Inclusion Lead) you will:

- Receive induction, training and reimbursable expenses
- Have the opportunity to drive the scaling of our charity
- Develop new skills and networks
- Improve the health and wellbeing of people and communities

We anticipate that the role will require attendance at 8 evening Board meetings a year (either in person in Warrington, or via teams meeting) and some additional hours per month on special projects in line with your skills.

The role of a Trustee is not remunerated; however, expenses will be reimbursed. Induction and training will also be provided.

Please view our current Trustees at:

<https://wheelsforall.org.uk/governance/wheels-for-all-trustees>

5.Person specification

- An ability to work as part of a team and take a hands-on approach to achieving objectives.
- Commitment to diversity and the promotion of equal opportunities.
- Willingness and ability to devote appropriate time to Board duties.
- Ability to think strategically and differentiate between strategy and operations.

- An understanding and acceptance of the legal duties, responsibilities and liabilities of being a Wheels for All Trustee.
- Ability to evaluate and interpret details and complex information.
- Ability and willingness to challenge fellow trustees and senior management constructively

6.Application Process

Please apply by sending your CV and a covering letter to recruiting@wheelsforall.org.uk, including 'Trustee' in the title.

In your covering letter, please include:

- How you meet the requirements of being a trustee
- How you meet the criteria set out in the person specification above
- Your experience with ED&I within organisations
- What your top 3 priorities would be when starting in the role
- What do you feel are the charity sector's biggest challenges when it comes to ED&I
- What benefits and impact an effective ED&I strategy has on a charity

A successful candidate will be expected to:

- Complete a [DBS check](#)
- Make a [HMRC fit and proper persons declaration](#)
- Complete a [Charity Commission Declaration of Eligibility form](#)
- Provide 2 referees prior to appointment.

You don't need to be a cyclist to apply for this role, but you do need to share our passion to deliver our services and enjoy making a difference to people's lives.

Closing date for applications: 11.59pm on Friday, July 5th

If you have any questions or would like to have an informal discussion about the role, please email recruiting@wheelsforall.org.uk, call 01925 575 628 or visit our [contact page](#).

Data protection

Wheels for All will only process and store your personal information (this means any information that identifies or could identify you) for the purposes of recruitment, after which it will be securely disposed.

Equal opportunities

We welcome and encourage applications from people of all backgrounds.

Wheels for All is committed to creating an inclusive culture, through fostering a diverse workforce where everyone feels like they belong, differences are valued, and everyone can reach their potential. We are a [Disability Confident Committed employer](#) and are actively seeking to diversify and to create a workplace that is welcoming for all, ensuring that our workforce is representative of wider society and the communities we support.

