



Trustee Recruitment Pack

Sepsis Research (FEAT) SCIO is a registered charity SC049399 and relies on the generosity of legacies and donations to help fund research and awareness of Sepsis

Dear Applicant

I am delighted you are considering applying for a trustee position with Sepsis Research (FEAT).

If you do join us, you will play a key role in advancing sepsis research, improving awareness of the illness and potentially helping to save lives. It is a vitally important job.

Although significant resources are being spent around the world developing sepsis treatments and raising awareness of it, there was no charity in the UK dedicated to researching this potentially deadly illness until I founded Sepsis Research (FEAT).

I did this following the death of my wife, Dr Fiona Agnew and my unborn child, due to sepsis. I was also affected by sepsis at the same time and almost lost my life as well. Fortunately, I have made a full recovery and have made it my mission to #stopsepsisnow.

We use funds donated to us to support research aimed at finding new and better medicines and treatment and to raise general awareness of the infection and its effects.

As well as funding research, we run awareness campaigns aimed at helping the public to spot the signs of sepsis early and educating doctors and other medical staff to ask “is this sepsis” when examining a patient.

Sepsis Research (FEAT) has undergone a period of rapid change in recent months, appointing its first Chief Operating Officer and consultants to undertake particular aspects of the charity’s work. We have rebranded from The Fiona Elizabeth Agnew Trust (FEAT) to Sepsis Research (FEAT) to emphasise the central reason of our mission. Research is increasingly expensive, and it is our intention to become a stand-alone employer with a team who will continue to grow our income so we can meet our aims in the coming years.

The key priority for our board this year will be implementing our new organisational strategy. These trustee positions will play a pivotal role in ensuring our finances are sound, our freelance consultants are held accountable and even more funding can be generated and spent on sepsis research.

Please apply today and #stopsepsisnow



I look forward to welcoming the successful candidate/s to the Board of Trustees as we continue to pursue our charitable purpose to promote sepsis research.

Kind Regards

A handwritten signature in blue ink, appearing to read 'Craig Stobo', written over a light blue horizontal line.

Craig Stobo
Chair of Trustees

About us

Sepsis Research is the UK's only sepsis research charity. We are registered in Scotland as a Scottish Charitable Incorporated Organisation (SCIO), Registration no. SC044017.

Everything we do is focused on helping to stop sepsis. Now.

At the heart of what we do is raising funds to support research to help improve treatment when people fall ill with sepsis, to improve diagnosis and to understand why current treatments are more effective for some people than others.

We also work to increase awareness and recognition of sepsis, both among members of the public and the medical profession. We sponsor public awareness campaigns to make sure more people know the signs of sepsis and how prompt diagnosis helps improve the chances of recovery. We work with doctors and nurses in hospitals, clinics and GP surgeries to help ensure prompt and accurate diagnosis.

We receive no government or lottery funding and rely on the generosity of legacies and donations to help fund research and awareness of sepsis.

We are Sepsis Research and together we will stop sepsis #StopSepsisNow

How we were founded

Dr Fiona Elizabeth Agnew was a Falkirk based GP who lived in Edinburgh with her family.



Fiona and her husband, Craig Stobo, had their first child in 2010 and were expecting their second child in late September 2012. Fiona was taken to hospital on the evening of Friday 24th August 2012 after suddenly falling ill. She had been perfectly well until then and had undergone an antenatal scan the previous day when both she and the baby were well. She was diagnosed as having an infection and subsequently sepsis which had also attacked her unborn baby.

Baby Isla was stillborn at 5.10 am on Saturday 25th August by which time Fiona was in an unstable and critical condition. For the remainder of the day and into the night the medical staff worked tirelessly to save her life. Sadly, they were unsuccessful, and Fiona died at 1.50am on Sunday 26th August 2012 from multiple organ failure caused by sepsis. The condition caused a dramatic deterioration in Fiona's health in just a few hours and without warning. By the time she reached hospital it was effectively too late.

Sepsis Research (originally called FEAT – The Fiona Elizabeth Agnew Trust) was founded by Craig in 2013, with the support of six of the couple's friends, in the memory of his wife and daughter.

Our Mission

To stop sepsis now. With your help we will stop sepsis.

Our Strategy

- We work with medical professionals to raise awareness and recognition of sepsis among doctors, nurses and other frontline medical staff in all areas of the NHS. Official figures show up to 15,000 lives a year could be saved in the UK through prompt diagnosis and treatment.
- We raise funds to support long-term research to improve diagnosis and treatment, to identify why some patients respond better to specific treatments than others, the after-effects of the illness and the quality of recovery.
- Sepsis is under-diagnosed, often because patients have other pre-existing illnesses, so increased awareness is essential among the medical profession and the public to identify accurate figures which will help persuade the NHS to provide more research funding.
- We offer support, guidance and advice to people whose lives have been impacted affected by Sepsis.
- We aim to raise £1million per year by 2024/25.

We don't just want people to survive sepsis. We want to ensure the best quality of life for them. Our hope is that, in future, no-one will have to suffer the loss of a loved one to this condition.

Assets and expenditure

Our income forecast for the 2019/20 financial year is £227,000, and we intend to spend circa £40,000 on new research, £30,000 on awareness campaigns and £35,000 on equipment via SpiFox Partnership.

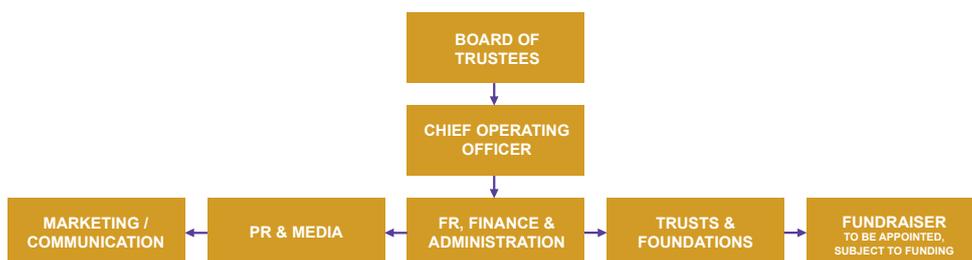
Board of Trustees

With the appointment/s of these trustee positions, the Board of Trustees will increase from seven to eleven members. Our board, led by Craig Stobo, includes trustees with expertise in medicine, medical research, law and tax accountancy. Trustees are usually appointed for an initial term of three years and are eligible for re-appointment to serve a further term (not exceeding three years) after which they must stand down for a minimum of 12 months.

The board meets four times a year in Glasgow. As part of their appointment, trustees are expected to sit on sub-committees which meet approximately four times a year.

Staff / consultants

Sepsis Research (FEAT) appointed Colin Graham in October 2018 to help transform the charity into a modern organisation and drive the its growth and development. Since January 2019, the team has additional support from a range of freelance consultants.



Job Advertisement

Trustee, UK-wide - Voluntary (expenses paid)

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We also work to increase awareness and recognition of sepsis, both among members of the public and the medical profession. We sponsor public awareness campaigns to make sure more people know the signs of sepsis to watch out for and how prompt diagnosis helps improve the chances of recovery. We work with doctors and nurses in hospitals, clinics and GP surgeries to ensure sepsis remains front of mind and to help ensure accurate diagnosis. And to do this we need your help.

Sepsis affects around 250,000 people every year in the UK and kills an estimated 52,000 which is more than breast and bowel cancer combined.

It is anticipated by 2025 our charity will be spending about £1million a year on new research. To achieve that we are putting in place the building blocks we need to ensure we can increase our research spending year-on-year.

Sepsis Research (FEAT) is overseen by a Board of Trustees who have ultimate responsibility for directing the charity, its assets and its activities. We are seeking to complement the current strengths of our board by recruiting up to four trustees who have a passion and dedication to make a difference. You may have a background in medicine, medical research, HR, marketing and communication, fundraising or a large network of contacts.

A key priority for our board this year will be implementing our organisational strategy. These trustee positions will play a pivotal role in ensuring our finances are sound, our fundraising is sustainable, and our freelance staff are held accountable.

The Sepsis Research (FEAT) Board is committed to promoting equality and diversity opportunities and we welcome applications from all. The board meets four times a year in Glasgow. The position is voluntary and not remunerated, although reasonable expenses are paid. The appointment is expected to commence in September 2019 for a three-year term in the first instance.

If you have the skills, passion and dedication and you want to be considered, please get in touch.

How to apply

You can find full details of the role and how to apply by contacting:

Colin Graham, Chief Operating Officer (077381 72730 or info@sepsisresearch.org.uk) or by visiting our website at: www.sepsisresearch.org.uk

Closing date: Mon 02 September at 17:00 **Interview date:** Mon 16 September 2019 in Glasgow.

The role and our requirements

Role purpose

As a member of the Board of Trustees, you will provide strategic leadership and oversight for Sepsis Research (FEAT) as it seeks to fulfil its charitable objectives. You will ensure the charity operates in accordance with its governing document and meets its legal and regulatory requirements.

About us

Why the role is important

Our trustees are jointly and severally responsible for the overall governance and strategic direction of Sepsis Research (FEAT), its financial health, probity of its activities and for setting and overseeing the delivery of the organisation's aims and objectives. The Office for Scottish Charitable Organisations (OSCR) identifies the main duties of a trustee as to:

- **Ensure the charity is carrying out its purposes for the public benefit.**
- **Comply with their charity's governing document and the law.**
- **Act in the charity's best interests.**
- **Manage the charity's resources responsibly.**
- **Act with reasonable care and skill.**
- **Ensure the charity is accountable.**

Sepsis Research (FEAT) is a Scottish Charitable Incorporated Organisation (SCIO). Charity Registration No. SC044017. This allows the organisation to enter into contracts, employ staff, incur debts, own property, sue and be sued. It also provides Trustees with a high degree of protection against liability.

Your role

As a trustee, you will:

- Ensure that Sepsis Research (FEAT) pursues its stated charitable objects by developing and agreeing a long-term strategy.
- Ensure that Sepsis Research (FEAT) functions within all applicable legal and regulatory requirements and in line with its governing document, continually striving for best practice in governance.
- Maintain the fiduciary duty invested in the position, undertaking such duties in a way that adds to public confidence and trust in Sepsis Research (FEAT).
- Promote and develop Sepsis Research (FEAT) in order for it to grow and maintain its public benefit and recognise the situation when it may be more appropriate to wind the charity up where there is no longer a need to provide its services or because the charitable objectives are no longer relevant.
- Take appropriate professional advice in all matters where there may be a material risk to Sepsis Research (FEAT), or where the trustees may be in breach of their duties.
- Ensure the effective and efficient administration of Sepsis Research (FEAT) and its resources, striving for best practice in governance.
- Ensure that robust systems are in place for internal financial control and the protection of Sepsis Research's (FEAT) funds and assets.
- Maintain oversight of the work of the Chief Operating Officer and consultancy team, including both supporting and holding to account through appropriate challenging.
- Ensure that Sepsis Research (FEAT) has the proper arrangements in place for the appointment, supervision, support, appraisal and remuneration of a Chief Operating Officer.
- Safeguard the good name and values of Sepsis Research (FEAT).
- Offer expertise and advice regarding your specialism
- Sit on a sub-committees as required.

All trustees should be aware of and understand their individual and collective responsibilities and should not be overly reliant on one or more individual trustee in any particular aspect of the governance of Sepsis Research (FEAT). For example, all trustees should be able to read the financial accounts to a level that they can ask questions and comprehend answers of a general nature.

About you

Who you are

You possess:

- A willingness to commit to Sepsis Research (FEAT) (and to devote the necessary time and effort to it).
- Strategic vision.
- Sound, independent judgment and a willingness to speak your mind.
- An ability to think creatively.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- An ability to work effectively as a member of the team.

What you will bring to the role

You will have:

- Strategic leadership and management experience.
- An understanding of the UK charity sector.
- Sympathy for the issues of public good and donor wishes in funding sepsis research.
- Excellent networking skills, influencing and communicating skills.
- Management experience in either HR, media and communications, strategic management or fundraising.

You will be:

- Able to provide direction and vision to Sepsis Research (FEAT) and its consultancy Team.
- Able to provide strategic oversight, support and challenge to our consultancy team
- Over the age of 18.



Disqualification

Trustees must not be disqualified from acting as a trustee.

You must not:

- Have an unspent conviction for an offence involving deception or dishonesty (such as fraud).
- Be bankrupt or have entered into a formal arrangement (e.g. an Individual Voluntary Arrangement).
- Have been removed as a company director or a charity trustee because of wrongdoing.

From 1 August 2018, these criteria have been extended to include:

Having an unspent conviction for:

- Specified terrorism offences.
- A specified money laundering offence.
- The offence of contravening an OSCR/Charity Commission Order or Direction.
- Offences of misconduct in public office, perjury or perverting the course of justice.
- For Aiding, attempting or abetting the above offences.
- Being on the sex offenders register.
- Having an unspent sanction for Contempt of Court.
- Disobeying a Commission Order.
- Being a designated person (under specific anti-terrorist legislation).

Key Dates

Board meeting dates for 2018/19

Board meetings are held on a Saturday morning in Glasgow.

Dates of meetings are:

- Saturday 17th August 2019 at 10am.
- Saturday 16th November 2019 at 10am.
- Saturday 25th January 2019 at 10am.

Subcommittee meetings are held at convenient dates between board meetings on particular topics.

