

Trustee – Legal Support

Organisation:	Momentum Children's Charity
Meetings:	Quarterly in person or remote, occasional events and advisory input in between quarterly meetings
Location:	Hampton Court (East Molesey), Momentum Head Office or similar location (option to join board meetings remotely)
Remuneration:	Voluntary, unpaid role (reasonable expenses reimbursed)

About Momentum Children's Charity

We support families across London, Surrey and Sussex whose children are facing cancer or a life-challenging condition. We're there whatever the outcome, for as long as needed, so that no family has to cope alone.

Our services are designed to complement NHS care, providing emotional, practical, and wellbeing support to children, siblings and parents at every stage, from diagnosis, through treatment and, if the worst happens, in bereavement.

As we grow to support more families, ensuring our services are safe, effective and rooted in best practice is central to our mission. That's why we are now seeking to strengthen our Board with the appointment of a Trustee with senior clinical expertise and safeguarding leadership, to guide and oversee this vital area of our work.

Purpose of the Role

Momentum Children's Charity is seeking a committed and enthusiastic individual to join our Board of Trustees.

As a Trustee with a focus on legal matters, you will provide strategic guidance and support where legal insight is required, helping the Board to maintain strong governance, oversee legal and regulatory risk, and ensure that the charity operates effectively, responsibly, and in line with its obligations, including those relating to data protection and safeguarding.

We are looking for someone who will bring energy, commitment, and expertise to the role. Specifically, we are seeking an individual who can demonstrate:

- Confidence in representing an organisation externally and acting as a trusted ambassador.
- A strong commitment to Momentum's mission and values.
- The ability to think strategically and creatively, exercise sound independent judgement, and contribute effectively as part of a board.
- Excellent communication skills, with a willingness to participate actively and constructively in discussions.
- A broad legal background, with experience relevant to a charity of Momentum's size and scope.
- Knowledge of one or more areas particularly relevant to the charity sector, such as charity law, governance, data protection and GDPR, safeguarding, employment law, contracts or risk management

- An understanding of the role of trustees in ensuring appropriate governance, oversight and regulatory compliance.

In addition to providing legal expertise, you will contribute to the overall governance and strategic direction of the charity, helping to shape its future while championing and promoting its work.

Our Trustees play a vital role in ensuring Momentum achieves its purpose and delivers meaningful impact. The Board oversees the charity's overall management and governance, ensuring there is a clear strategy in place and that activities and objectives remain aligned with our vision and values. Trustees also provide both support and constructive challenge to the executive team, helping the organisation to grow, develop, and thrive.

Overall Responsibilities

- Support and provide advice on Momentum's vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation
- Oversee Momentum's financial plans and budgets and monitor and evaluate progress
- Ensure the effective and efficient administration of the organisation
- Ensure that key risks are being identified monitored and controlled effectively
- Review and approve Momentum's financial statements
- Provide support and challenge to Momentum's CEO in the exercise of their delegated authority and affairs
- Keep abreast of changes in Momentum's operating environment
- Contribute to regular reviews of Momentum's own governance. Attend Board meetings adequately prepared to contribute to discussions
- Use independent judgement acting legally and in good faith to promote and protect Momentum's interests, to the exclusion of their own personal and/or any third party interests
- Contribute to the broader promotion of Momentum's objects aims and reputation by applying your skills, expert knowledge and contacts
- The board run a number of sub-committees and trustees are expected to participate on at least one of these committees

Specific Role Responsibilities

You will broadly advise and if required liaise with other legal advisors and / or third-party consultants on:

1. Contracts – any commercial contracts which Momentum enters into including leases, property purchases or service contracts with hospitals
2. Data Protection and GDPR – providing insight on data protection obligations, information governance, privacy matters and associated risks relevant to Momentum's activities
3. Charity Organisation – any issues regarding the constitution and legal framework of Momentum
4. Staff – any staff and HR issues
5. Trademarks – any trademark issues that may arise

6. Safeguarding – providing legal insight where safeguarding matters policies or serious incidents require Board consideration.

Terms of Appointment

- Trustees are appointed for an initial three-year term, with the option to renew for a further three years.
- You will be expected to attend four Board meetings each year, as well as occasional sub-committee meetings.

This is an opportunity to play a meaningful role in the life of a growing charity, using your legal experience to strengthen governance, support proportionate compliance, and the board identify, understand and manage legal and regulatory risks. .

Our values

We strive to create an amazing workplace for all, one where every single stakeholder feels valued, heard, inspired and supported. As part of this, we have five core values which not only help to set the framework for the work we do supporting families but also paves the way for how we work as a team.

We are personal

We know that every stakeholder's home life is different and that for everyone, a work/life balance is key, which is why we'll work with you to find the hours and days that fit with you. We celebrate individualism, welcome ideas and will support everyone with any training they might need to grow and build confidence in their role.

We are impactful

Our whole team shares a passion to make a difference. We all work closely together, which means everyone can see firsthand the difference we make – week in, week out – making it an inspiring and rewarding place to be. What's more, through collaborative working and a multi-disciplinary approach to mapping out our strategy and looking ahead, we can all play a part in helping drive the charity forward in the way that will be most impactful.

We are adaptable

We're a close-knit, adaptable team with big ambition. Because we're responsive and open, we can quickly learn from what works – and what doesn't – making changes when they're needed to help us grow and reach bold new goals. We're not afraid to try new ideas, no matter where they come from, and we're always up for thinking differently. So, whether you've got a brilliant idea for a new service or a better way to run team meetings, we're all ears.

We are trustworthy

Being approachable, open and honest is hugely important to us and allows us to build strong relationships with our families, supporters and volunteers, to help us build a strong and committed team together. We're transparent about the work we do and how we spend our funds, and always do what we say we will, helping each other out along the way.

We are inclusive

We apply our policy of Equity, Diversity and Inclusion across all aspects of our work. We believe that a diverse mix of backgrounds and experiences helps to create a productive work environment by bringing a variety of perspectives and ideas to the table, and we're dedicated to providing equality of opportunity in recruitment, promotion, training, pay and benefits.

We're not just searching for skills but also how a candidate could uphold our values and enhance our culture, therefore, even if you don't think you meet the skills criteria listed in our role descriptions, we'd still like to hear from you.

Safeguarding and DBS checks

Safeguarding children is everyone's responsibility.

All children and young people linked with Momentum Children's Charity, wherever they are, whoever they are with, whatever they are doing, have the right to protection from neglect, physical, emotional and sexual abuse.

All members of the public, as well as professionals, have a responsibility for the protection of children and reporting concerns about a child's welfare or safety.

All Momentum Children's Charity staff and volunteers who come into contact with the children, young people and their families will:

- Be able to identify potential indicators of abuse or neglect
- Have read the Safeguarding Policy
- Know how to communicate and record concerns
- Know to act upon concerns in line with the principles and procedures for local child protection management and Working Together to Safeguard Children.

Therefore, all children and young people in contact with Momentum Children's Charity will:

- Be treated with respect and afforded full civil and legal rights
- Be listened to and taken seriously, whatever their level of development or communication
- Be given time to do things for themselves, to understand and be understood
- Be involved in decisions that affect them
- Have their privacy respected at all times and in all places
- Have a right to confidentiality – all information about them will be treated carefully, be kept safe and only shared with those people who need to know.

Momentum Children's Charity ensures statutory requirements concerning Disclosure and Barring Service checks are met, maintains an up-to-date Safeguarding policy and procedures, and provides safeguarding training to all staff and volunteers.

The wellbeing of a child is the paramount consideration in all circumstances.

The post holder will undertake the appropriate level of training and is responsible for ensuring that they understand and work within the safeguarding policies of the organisation.

How to apply

Please apply using the [**application form here**](#) and send via email to Judith@momentumcharity.org



Applications will be reviewed as received and interviews will be conducted throughout the recruitment period.