One Can Trust Trustee Role Description: Chair of the People & Culture Committee

Overview

One Can Trust is seeking a values-driven trustee to join the board of trustees and to chair our People & Culture Committee. This committee plays a central role in ensuring our charity maintains a positive, effective and well-supported working environment. The current chair is serving on an interim basis and will be stepping down, so we are looking for someone who can take on this leadership role as soon as possible.

For more information about One Can Trust and our 2026–29 strategy, please visit our website www.onecantrust.org.uk

Purpose of the Committee

The People & Culture Committee supports One Can Trust's mission by reviewing and advising on matters relating to people and people policies, culture, organisational values, and performance. It provides recommendations to the board to ensure our staff and volunteers experience a healthy and safe workplace.

Key Responsibilities of the Chair

As Chair of the People & Culture Committee, you will:

- Lead the committee in overseeing the cycle of HR policy review, ensuring policies are timely, compliant and fit for purpose. We are supported in the technical review of HR policies by our HR provider, Roots CIC.
- Guide discussions on organisational culture, staff engagement and feedback mechanisms.
- Oversee leadership development, performance management and succession planning, including CEO-related processes.
- Provide scrutiny and support on organisational structure, job roles and recruitment processes.
- Lead on the recruitment of Chair and/or CEO, as required.
- Ensure people strategies align with One Can Trust's values and strategic goals.
- Oversee and monitor the Employee Assistance Programme and external HR support.
- Lead committee recommendations on pay, benefits, wage scales and cost-of-living increases, ensuring decisions follow a robust and fair process.
- Oversee performance-related reporting when in place.
- Ensure effective committee governance, including agendas, minutes, reporting and quoracy.

Who We're Looking For

We are seeking someone who brings:

- HR experience (professional or via senior management experience).
- Experience in organisational development, people leadership, culture, or performance management.
- Confidence chairing meetings, facilitating discussion and guiding decision-making. Support can be given for someone who is interested in developing in this area.
- A collaborative, values-led approach aligned with One Can Trust's mission.
- The ability to commit to committee meetings every two months (in-between board meetings), and to attend 6 board meetings per year.

Time Commitment

- Bi-monthly committee meetings (online as standard).
- Email engagement between meetings.
- Occasional additional conversations with the CEO or Chair as needed.
- Standard trustee duties as part of the wider board.
- Flexibility to be able to lead recruitment of Chair and/or CEO as required.

Term

One-year renewable term, up to a maximum of nine years.

Why This Role Matters

This committee is foundational to good governance of the charity. The People Committee Chair plays a key role in shaping a healthy, supportive and high-performing culture to enable our staff and volunteers to continue to deliver much-needed services for people experiencing hardship.

How to Apply

To express interest or arrange an informal conversation, please get in touch with our Chair, Kerri Byrne (kerri.byrne@onecantrust.org.uk)