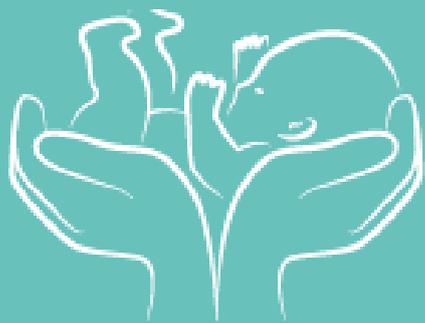


BECOME A TRUSTEE



SSNAP

Support for the sick newborn and their parents

WELCOME

Thank you for your interest in becoming a trustee at SSNAP.

SSNAP has been supporting the Newborn Care Unit at the John Radcliffe Hospital for over 35 years. There are approximately 600 babies treated at the JR each year, whose families are from Oxfordshire, Berkshire, Buckinghamshire and often further afield.

We champion the right of all sick and premature babies to receive the best care. We do this by supporting families, purchasing life saving equipment, funding nurse training and enabling life changing research.

Over the last two years SSNAP has undergone a period of significant change. We have recruited a Charity Director, a new Fundraising Manager and new Administrator to strengthen the professionalism and efficacy of the charity in achieving its goals. We have shifted focus onto the care of families, directing more of our resources into the support we are offering to parents. To this end we have also overseen the evolution of the role of Family Support Worker into a more specialised role offering psychological support for those parents who need it.

We now aim to enter a period of operational stabilisation and financial growth - with the focus on improving stakeholder communication, increasing revenue to match expenditure and embedding a culture of excellence into all that we do.

We are looking to strengthen our Board of Trustees with people who are committed to the aims of the charity and can use their specialist skills to support the board in delivering our strategic plan. We are particularly looking for trustees with experience of charity leadership, finance - to take up the role of treasurer, fundraising and philanthropy, and those with clinical experience.

We look forward to meeting you,



Kerri Knibbs, Chair of Trustees

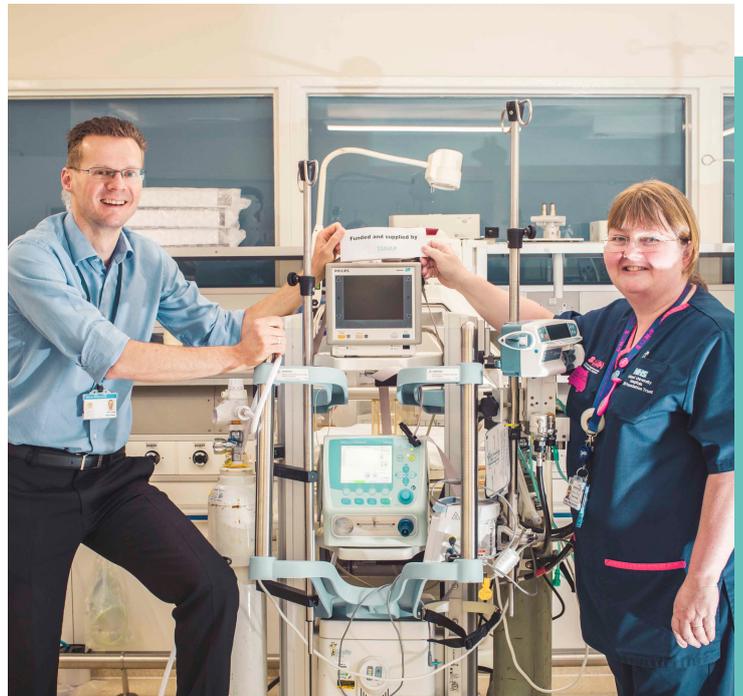
OUR WORK

Family Support - SSNAP provides emotional and practical support to parents through a dedicated Family Care Team comprised of staff and volunteers who offer a listening ear and emotional support to parents and siblings of babies in Newborn Care. To complement this we fund the posts of two NHS Family Psychologists who offer more specialist support to parents. Additionally, we regularly supply the Newborn Care Unit with hot drinks and food through our mobile trolley, coffee mornings, and by stocking the ward kitchens.

Staff Training and Support - We provide funding for nurses to access training and services to continue their professional development and safeguard their wellbeing.

Equipment Funding - We fund state of the art equipment that would not normally be funded by the NHS to ensure that all babies in the Newborn Care Unit are given the highest possible quality of care. We also fund non-medical equipment for the unit, which ensures that families are comfortable during their time at the hospital.

Research - Research has the potential to save lives and improve the quality of life for premature and sick babies for generations to come. Together with the University of Oxford we currently fund a Research Fellow working in Professor Rebecca Slater's team. The team works with the newborn care unit to research the treatment of pain in premature babies. We also assist the team to recruit patients for new research projects and provide feedback on the view of parents.



MEET THE TEAM



Emma Cantrell, Charity Director

Emma joined SSNAP in 2016, with a background in leadership, management and fundraising in the charitable and public sector.



Caz Stokes, Family Care Lead

Caz has lead our Family Support programme for 14 years, she was previously a nurse and has first hand experience of life as a parent on the neonatal unit after the premature birth of her sons.



Christine Headford, Family Care Co-Ordinator



Holly Blockley, Administrator



George Gonzalez-Matthews, Fundraising Manager

OUR BOARD

The Board has overall responsibility for the work of the organisation and has the following role:

- to oversee the charity's governance
- to establish strategy and budgets
- to performance manage the achievement of the strategy and ensure sound financial management
- to identify and manage organisational risks
- to performance manage, set salaries and support the senior executive(s)

The trustees delegate the responsibility for the management of organisation and the delivery of the strategy and budget to the Charity Director.

The Board has the following expectations of all members:

- To have passion and enthusiasm for the work of SSNAP
- Attendance at five board meetings per year, plus the Annual General Meeting. All board meetings take place on a weekday evening with dates agreed well in advance.
- All board members are expected to attend meetings having read the distributed papers, there may also be sub-committees established, which, depending on your skills or expertise, you may be asked to be part of.



MEET THE BOARD

Chair - Kerri Knibbs

Kerri was appointed as Chair of the board in 2017, after a period serving as a trustee on the board as well as a Parent Support Volunteer since 2001. Kerri is a Geography teacher in a local secondary school and has first hand experience of the work that SSNAP does after the premature birth of her second son.

The chair of the board chairs meetings, supports and supervises the Charity Director and acts as a channel of communication between board and staff. They are also a figurehead for the charity and leads the board in its duties.

Treasurer - Vacant as of June 2019

Rachel Hatfield will stand down as a trustee of SSNAP after six years service as the Treasurer to the board. Rachel has been volunteering as a trustee in healthcare and education for nearly 10 years and has first hand experience working with the NHS as a carer and patient advocate. She was a company lawyer for many years and lives in Hertfordshire with her husband and three children.

The treasurer is responsible for working with the Charity Director to ensure that financial reporting is completed according to the requirements of regulators and presented in a way that is useful to the board. The treasurer also advises the board on how to carry out its financial responsibilities.

Board Members:

Caroline Pepys is a retired nurse, who worked on the Oxford Neonatal Unit in various roles finishing as the 'Matron', she retired in 2003 when she was invited to join the SSNAP board. Caroline has several roles in her church and enjoys supporting the local community, feeding the elderly and doing traditional upholstery projects.

Paul Vincent has worked in education for 43 years as a Teacher and Headteacher. Paul's granddaughter, Connie, was born at 28 weeks in 2008 and thanks to the skill and dedication of all in the unit is a lively, healthy child. Wishing to acknowledge the help and support his family received he became a member of SSNAP in 2009 and volunteers in a parent support role as well as being a trustee.

Charles de Viggiani is a certified accountant. Having worked for several commercial companies in London he now has his own business and is a keen supporter of local charities including SSNAP.

Andy Lewin joined SSNAP as a trustee in 2012, he was chair from 2014-2016. He lives in Oxford with his family of four children. His first son was born prematurely at the John Radcliffe hospital, which is how he became aware of the NCU and of SSNAP. Andy grew up in Oxfordshire, studied biochemistry at Oxford University and worked in cancer research before moving into the Biotech industry. Andy is currently Vice President of business development for a leading international biotechnology services company.

Luke Froude has first hand experience of the Neonatal Unit following the death of his first son, Finnley and then the premature birth of his second son Henry. Luke and his wife Gemma have raised tens of thousands of pounds for SSNAP and Luke brings a wealth of experience as an operations manager in financial services to the board.

Marc Summers has been involved and fundraising for SSNAP since 2015 after his son, Teddy, was cared for on the unit. He joined the board of trustees in 2016 to become more involved in the strategic direction the charity takes. With over 17 years in various senior leadership roles, across both sales and strategy in global blue chip businesses, Marc brings a wealth of experience to the team. He is a keen road cyclist and hiker, loving nothing more than spending a few hours racing around the Oxfordshire countryside on his bike. He is married to his wife Lindsey, and has two other children Grayson and Max.

BECOME A BOARD MEMBER

We are now looking for board members with one or more of the following skills or expertise:

- Recent or current clinical experience in a Newborn Care Unit or similar environment
- An accountant who would be willing to take on the role of treasurer, as our current treasurer is standing down later this year.
- Charity fundraising experience, including major donor fundraising
- Charity management or trustee experience

There are standard exclusions to becoming a Charity Trustee, please check the Charity Commission website for more information.

If you have an interest in the work we do, have time to commit to SSNAP and would like to be part of a team effecting change in neonatal care in Oxfordshire and beyond then please get in touch.

To apply please send us your CV with a letter outlining why you'd like to become a SSNAP board member and what your skills and experience would bring to the role.

Please email this to emma.cantrell@ssnap.org.uk.

If you'd like to speak to the Chair of Trustees prior to applying please contact Kerri Knibbs via kerricknibbs@aol.co.uk

