

Could you help people
with migraine get
back to living?



Trustee information pack

2024 recruitment

Introducing the National Migraine Centre

A unique charity

The National Migraine Centre is the UK's only charity providing diagnosis and treatment for the one in seven people who are affected by migraine. Over more than four decades, our world-class consultant neurologists and GP headache specialists have helped more than 67,000 people to access effective treatment. Our dedicated team also leads patient education projects, including the award-winning Heads Up podcast, alongside professional training for clinicians and research into new treatments.

Our trustees are volunteer board members, who guarantee good governance, set strategy, provide advice and ensure our work continues to advance charitable objectives.

A lifeline for people with headache

The National Migraine Centre was founded in 1980 to provide treatment to those affected by migraine and other primary headache conditions, to share skills and train professionals, to conduct and promote research, and to improve self-management.

Neither private nor within the NHS, we remain the only charity in the UK dedicated to delivering treatment for those affected by headache. Last year, we provided a record 2,269 consultations and treatments.

Our charity brings together some of the country's most renowned headache clinicians, including leading consultant neurologists and GP headache specialists who support the charity in governance, training and patient-facing roles.

Specialist treatment

National Migraine Centre clinicians are based around the UK, seeing patients affected by migraine and primary headache nationwide. Most appointments take place online, but for those requiring face-to-face treatments, such as Botox or nerve block injections, doctors offer in-person appointments at special procedure clinics.

We also help those affected by migraine by improving self-management, with a range of tools, including our Heads Up podcast and factsheets, providing essential, evidence-based guidance and information.



Our vision and values

Our charity exists to improve the support and treatment available to those with migraine. Our vision drives us and our values guide all our work.

Our vision

Our vision is for all those affected by migraine to have access to life-changing support and world class treatment. We empower people to take control of their headaches and lead better lives by providing expert patient care, facilitating research, improving professional skills and supporting better self-management.

Our values

We are:

Compassionate We are always patient focused, treating every individual with dignity and respect. We extend that care and consideration to our clinicians, staff, trustees, supporters and all those with whom we interact in the course of our work.

Expert We bring together leading clinicians, policymakers and researchers in the field of headache treatment, continually striving to develop skills and expertise across our charity, the NHS and wherever those affected by migraine seek treatment and support.

Professional We are dedicated to upholding the highest standards of professionalism and integrity. We are committed to delivering safe, high-quality and evidence-based care for every patient. We are always open, transparent and supportive.

Collaborative We work together with our patients to deliver the best outcomes for every individual. We work with clinicians, charities, researchers and others to advance our vision.

Driven We are dedicated and passionate, single-minded in our commitment to improving the lives of all those affected by headache. We actively work to improve access and transform outcomes for everyone in need, always striving for equity in the provision of services and support.

About you

We're particularly interested in speaking to applicants with the following skills and backgrounds – but we don't expect to find all these attributes in one person:

Clinical

We are looking for a practising clinician, perhaps working in primary care. Additionally, we are seeking to appoint headache specialist clinicians, at nurse, GP or consultant level.

Third sector leadership

We are interested in those with leadership experience in the charity or social enterprise sectors, particularly those with expertise in good governance.

NHS leadership

We aim to support and work in partnership with our NHS colleagues. We would benefit from a more strategic awareness of NHS plans, processes and structures.

Finance

We would like to appointment a trustee with relevant financial management experience, to support and complement the skills we already have on our board of trustees.

Digital healthcare

Since we now deliver services almost exclusively online, we are seeking a trustee who could help us keep abreast of relevant developments in health tech.

If you don't have experience in any of these areas but feel you may have something to offer, we still want to hear from you.

We're also particularly keen to speak to those with lived experience of migraine.

Becoming a trustee

What does a trustee do?

'Trustees have overall control of a charity and are responsible for making sure it's doing what it was set up to do. They may be known by other titles, such as: directors; board members; governors; committee members. Whatever they are called, trustees are the people who lead the charity and decide how it is run.'

The Charity Commission for England and Wales

You can find out lots more about the role of trustees here:
www.gov.uk/guidance/charity-trustee-whats-involved

What's in it for you

- You will be helping a small charity make a big difference to the lives of people in real need.
- Develop valuable skills, knowledge, experience and networks within the voluntary sector.
- Work alongside a committed and varied team of trustees, all striving to grow the National Migraine Centre's charitable impact.
- Feel great by giving back!

Becoming a trustee is a wonderful way of gaining new skills and experiences – and a great way to feel you're giving something back. Research by Getting on Board, which supports individuals to join charity boards and helps charities recruit trustees effectively, has found:

96% of trustees said they had learned new skills

84% said being a trustee made them happier

73% said it made them more confident

22% received a promotion at work because of becoming a trustee

Applying

Time commitment

Board meetings are held remotely three times a year, although there may also be occasional requirements to meet in person in London. Additionally, you will support your fellow trustees and staff members on an ad hoc basis. The total time commitment averages around five hours each month.

The roles are unpaid but we will pay travel expenses.

How we select candidates

We'll review your application against the attributes we're particularly looking for. We will also consider the following important qualities and consider how well you have evidenced them.

- A commitment to our vision and values
- An ability to meet the time commitments for the role
- Integrity
- Strategic vision
- Good judgement and a clear vision
- Creative thinking
- A willingness to speak your mind, balanced with respect for the opinions of others
- An acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of the team

How to apply

We'd love to hear from people of all backgrounds, from anywhere in the UK. You don't need to have any previous trustee experience as we'll provide training.

To apply, we'll need a copy of your CV, along with a short covering letter explaining why you're applying and what you could bring to the National Migraine Centre.

Send applications initially via **Reach Volunteering**

<https://reachvolunteering.org.uk>

Closing date for applications: **9.00am, Friday 27 September 2024.**

Interviews will be held remotely throughout the **weeks commencing 7 and 14 October 2024.**

Ideally, shortlisted candidates should be able to join a remote meeting with our board of trustees between **2.00pm and 5.00pm on Friday 25 October 2024.** (Alternative arrangements will be made otherwise.)