



# Wooden Spoon

The children's charity of rugby

## Chair

### Wooden Spoon Region

### Voluntary Role (Principle Officer)

*Changing the lives of disadvantaged and disabled children and young people*

As Chair of a Wooden Spoon Region, you lead and develop a diverse team of proactive local volunteers. You drive the delivery of a plan within your Region, that progresses the mission, and reflects the values, of the charity.

#### What you'll get out of it

You'll meet inspiring people and grow your network in rugby and your local community. You'll help change the lives of disabled and disadvantaged children and young people.

#### Ideally, you'll need to be

- A natural leader who can inspire others
- A great communicator
- Highly self-motivated
- Well organised and a planner
- Familiar with (or willing to learn about) Wooden Spoon's processes, vision, mission and values

#### What you'll do

- Ensure your Regional team understand and implement the vision, mission and values of Wooden Spoon.
- Recruit, induct and develop a diverse team of volunteers who understand their roles and have (or can develop) the attitude, knowledge and skills to succeed.
- Ensure all volunteers sign and follow the Wooden Spoon Volunteers' Charter.
- Lead the creation, and drive the implementation, of a Regional Development Plan.
- Lead, coordinate and support your team in accordance with the principles of good Charity Governance including following the procedures, recommendations, guidelines and policies set out in the Wooden Spoon Handbook. This will include effectively chairing regular meetings at frequent intervals.
- Maintain an overview of delegated operational matters including: finances, fundraising, events, projects, membership, media, marketing, and stakeholder relationships.
- Willing to help and get involved at all levels to support the team.
- Appoint appropriate Honorary Presidents (female and male) and ensure they are regularly updated on activities and plans.
- Represent Wooden Spoon at events within the Region
- Participate in Wooden Spoon's National Annual Conference.

- Work in partnership with the National Wooden Spoon Team at Fleet, including communicating changes to the structure of, and volunteers in, the Regional Team.

### How much time it will take up

- The commitment will vary depending on the activity of the Region and the team.
- Approximately 3-8 hours a week. This may increase around events and project openings.

### What support you'll have

- You will get guidance and support from the Regional Executive, part of the Wooden Spoon National Office Team at Fleet.
- All new Wooden Spoon volunteers are guided through a National online induction programme.
- You will be given access to the Wooden Spoon Handbook which is an operational guide for Regional chairs and team members.
- You will be part of a cluster of Regional Teams all keen to share and support good practice with other Regional Chairs.
- It is expected that reasonable out of pocket expenses will be reimbursed by the Region by prior agreement with the Regional Secretary and Treasurer.

### Who can apply to volunteer

- You'll be at least 18 years old.
- We will ask you for references and to complete an enhanced DBS check.
- You will be able to undertake this voluntary role from your home base and will need to be able to travel to and across your Wooden Spoon Region.
- All Regional volunteers are ambassadors for the vision mission and values of our charity.
- We expect volunteers to adhere to the Wooden Spoon Volunteers' Charter at all times.

### Background

Wooden Spoon is the **children's charity of rugby**, funding life-changing projects to support disadvantaged and disabled children and young people.

Since our founding in 1983, we have distributed in excess of **£25 million** to more than **700 projects**, helping over **1 million** disabled and disadvantaged children.

Our rugby heritage gives us our core values of **passion, integrity, teamwork** and **fun**, which drive everything we do.

**Our Vision** is that every child and young person, no matter what their background has access to the same opportunities. **Our Mission** is to positively transform the lives of children and young people with a disability or facing disadvantage across the UK and Ireland.

Our roots lie in rugby and our future is shaped by it. The sport provides us with a purpose in making a positive difference **changing children's lives** through the **power of rugby**.

Wooden Spoon **Regional Teams** are at the heart of our charity and are vital to promoting our cause. Our Regional teams serve the needs of disadvantaged and disabled children and young people by **raising** and **investing** money locally.