

Bede Council (board of trustees)

Candidate Information

September 2025



Bede is looking for new trustees to join its Council of Management

For further information in relation to the role, or for an informal conversation, please contact the Director Mahua Nandi at mahuanandi@bedehouse.org.

The deadline for receiving applications is **2nd November 2025**.

About Bede

Bede House (Bede) has been transforming lives in Southwark since 1938. Working from our original House and a purpose-built community centre next to Southwark Park, Bede offers a wide range of support to local residents to live flourishing lives. It is one of the leading providers in the borough of person-centred, community-based support for people with learning disabilities, and of trauma-informed, holistic support for survivors of domestic abuse. We directly support around 900 individuals each year and reach around 2,000 across Southwark and neighbouring boroughs.

Bede is led by the board of trustees (Bede Council of Management), consisting of the Chair Jerry Flechais, Vice-Chair Julie Cotton, Treasurer Sacha Dingomal, and between four and nine further members. The Senior Management Team is led by Mahua Nandi (Director and Council Secretary) and three Senior Managers.

The Trustees who form the Bede Council of Management have overall responsibility for Bede House Association. The role of Trustee is voluntary, and responsibility for the day-to-day management of the organisation is delegated to the paid Director and staff. Bede has around 40 employees and as many regular volunteers, as well as many more partners and supporters.

Bede House Association ('Bede') is a registered charity, number 303199, and a registered company limited by guarantee, number 420386.

Duties of a member of the Bede Council of Management (Bede Trustee)

- Guarantee that Bede complies with its governing document (the Memorandum and Articles), charity law, company law and any other relevant legislation or regulations
- Ensure that Bede pursues its charitable objects as defined in its governing document
- Safeguard the charity's resources to exclusively utilise said resources in furtherance of its objects i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities may be
- Contribute actively to the board of trustees' role of giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets
- Safeguard the good name and values of Bede House Association
- Uphold the effective and efficient administration of Bede House Association
- Oversee the financial stability of Bede House Association
- Protect and manage the property of Bede House Association and to ensure the proper investment of the charity's funds
- Appoint and support the Director and monitor their performance

In addition to the above statutory duties of all trustees, each trustee should use any specific knowledge or experience he/she may have to help the Bede Council of Management reach sound decisions. This will involve scrutinising Bede Council papers, leading discussions, focussing on key issues and providing advice and guidance requested by Bede Council on new initiatives or other issues relevant to the area of the charity's work in which the trustee has special interest.

The Role

Remuneration

The role of Council Member is voluntary and not accompanied by any financial remuneration, although expenses for travel may be claimed.

Location

Bede House is based at 351 Southwark Park Road, London SE16, and at the Bede Centre, Abbeyfield Road, London SE16.

Time Commitment

There are four full Bede Council of Management meetings per year, which take place in person or online. Meetings are currently held at 6:30pm on

- the second Thursday in March
- the last Thursday in June
- the third Thursday in September (with an afternoon planning session)
- the second Thursday in December

Bede Council has two sub-committees covering Service and Quality, and Finance and Premises issues respectively. All Council members are members of one sub-committee. Committee meetings are held quarterly in advance of the full board meetings. Service Quality Committee meetings are currently held 3pm on a suitable Tuesday, and Finance and Premises Committee meetings are currently at 11am on a suitable Friday.

Bede holds an annual public report from the AGM and review, at 6pm on the first Thursday in November at the Bede Centre. Council Members are expected to attend and it is very well attended by Friends of Bede and members of the local community.

Additionally, there are opportunities to meet with Bede staff and services, and to represent Bede at various events and meetings with stakeholders.

Reporting to

Chair of the Bede Council of Management

Person Specification

All Trustees for Bede's Council of Management must meet the following requirements:

Personal Qualities

- Demonstrating a strong and visible commitment to Bede's strategic objectives, mission and values;
- Exhibiting strong interpersonal and relationship-building abilities and comfort in an ambassadorial role;
- Demonstrating tact and diplomacy, with the ability to listen and engage effectively;
- Strong networking capabilities that can be utilised for the benefit of the charity;
- Ability to foster and promote a collaborative team environment;
- Ability to commit time to conduct the role well, including some travel and attending events out of office hours.

Knowledge and skills:

- Broad knowledge and understanding of strategic leadership in a charity context or equivalent;
- Understanding of marginalised communities and civil society and the current issues affecting lives;
- Strong leadership skills, ability to motivate staff and volunteers and bring people together;
- Financial management expertise and a broad understanding of charity finance issues;
- Good understanding of charity governance.

Additional skills:

Bede Council regularly reviews the collective skills and experience of its members and identifies areas that it would like to strengthen. We would be interested in enhancing our expertise in the following particular areas.

- Clinical governance
- Strategic financial management in the charity sector
- Experience of regulated health and social care services

Appointment Details & How to Apply

Applications should consist of:

- a concise covering letter (ideally no longer than two pages), addressing the criteria in the Person Specification and answering the questions posed below.
 - What would make you a good candidate for Bede Council?
 - What example would you share to best demonstrate your values and ethics, and how these align with your understanding of Bede?
 - Could you share an example of where you have managed to find a solution to a conflict? Please detail the stakeholders involved, your role in the process, and the outcome you managed to reach.
 - What would you describe as the biggest challenge facing Bede in the coming years?
- an up-to-date CV;
- names and contact details of two referees (referees will only be approached at the final stage of the process, and with your permission).

Please send applications by email to mahuanandi@bedehouse.org or by post to:

The Director
Bede House
351 Southwark Park Road
London
SE16 2JW

The deadline for receipt of applications is **Sunday, 2nd November 2025**.

We expect to interview candidates in the last two weeks of November.

Bede works with children and adults at risk of harm, and we have Safer Recruitment policies and procedures in place to ensure that they are protected from abuse. An appointment to Bede Council is subject to an enhanced DBS check and satisfactory references.

Bede is a diverse organisation working in a diverse community. We are committed to ensuring that anyone can access our application processes and feel welcome as a potential candidate for Bede Council. Should you require access to this document in an alternative format, wish to apply in a different format, or need any other reasonable adjustments made for you (including at interview), please contact us at mahuanandi@bedehouse.org. We also welcome suggestions or comments about any more general access improvements we should consider.