Springboard Opportunity Group
Trustee Role Description - Safeguarding

Springboard Opportunity Group is a leading North Somerset charity dedicated to providing the best start in life for children aged 0–5 with additional needs and disabilities. By joining our passionate team, you'll help empower families and ensure every child has the opportunity to thrive, grow, and reach their full potential.

Role Purpose

This is a voluntary role. All trustees have responsibility for the strategic oversight, governance and financial stewardship of the charity. They work collectively to:

- Set and monitor strategic direction
- Ensure compliance with charity and company law
- Oversee financial sustainability
- Support and challenge the CEO
- Safeguard Springboard's values and reputation
- Champion inclusion, equity and high quality early years support

For a full overview of trustee responsibilities, please see The Charity Commission's The Essential Trustee

The Safeguarding trustee provides strategic lead on the Board's safeguarding oversight. While all trustees share responsibility for safeguarding, and all must undertake mandatory safeguarding training, this role ensures that the Board remains updated with national and local guidance, whilst liaising with the CEO and Chair when operational safeguarding issues arise.

Key Responsibilities

- **Strategic Governance:** Contribute to the Board's collective responsibility and decision making for the charity's strategic direction and financial health.
- **Scrutiny:** Scrutinise board papers and financial reports to ensure the charity's resources are being used exclusively in pursuance of its objects.
- **Compliance & Risk:** Ensure the charity complies with charity law, company law, and safeguarding regulations specific to children with disabilities and additional needs.
- **Representation:** Act as an ambassador for Springboard, promoting our vision to external stakeholders and funders.
- **Specialist Advice:** Act as a "critical friend" to the executive leadership team, providing specific expertise in **Safeguarding**.

Person Specification (Skills & Experience)

- **Professional Expertise:** Proven track record in **safeguarding children and/or vulnerable adults**, ideally within education, early years, health, social care, or the voluntary sector
- A strong understanding of **safeguarding legislation, statutory guidance and best practice**, including governance-level oversight
- **Strategic Thinking:** Experience working at a **strategic or governance level** (e.g. trustee, board member, senior leader, safeguarding lead or advisor). Ability to analyse complex information and contribute to long-term planning.
- Previous experience as a **Designated Safeguarding Lead (DSL)** or safeguarding trustee
- Clear understanding of the **difference between governance and operational responsibility**

- Ability to assess whether safeguarding concerns are being **appropriately identified, escalated and managed**
- Confidence in **reviewing safeguarding policies, procedures and assurance reports**, and identifying areas for improvement
- **Integrity:** A strong commitment to Nolan's Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.
- **Lived Experience (Desirable):** An understanding of the challenges faced by families of children with additional needs or disabilities.

Commitment & Logistics

Trustees should be able to commit time to:

- Reading papers and preparing for meetings
- Attending Board (6 per year) and sub committee meetings
- Occasional visits to Springboard settings or external events
- Participation in training or strategic planning sessions
- Some months may require more time; others less

Location: Board meetings are usually held in Clevedon in the evening.

Remuneration: This is a voluntary role.

Term: An initial term of 3 years, with the possibility of renewal.

Safeguarding Note

As Springboard works with vulnerable children, this role is subject to an enhanced Disclosure & Barring Service (DBS) check and requires a strict adherence to our Safeguarding and Child Protection policies.

A trustee provides oversight of the skill area, rather than performing the operational tasks.

We encourage applications from underrepresented groups or those with lived experience of disability to ensure the Board reflects the community Springboard serves.