

Candidate Pack

Chair of Trustees

Veredus Ref #1157

Closes Sunday 10th May 2026

Welcome Message

Thank you for your interest in the Chair of Trustees role at Accuro.

Thank you for your interest in joining Accuro as Chair of the Board of Trustees.

Accuro supports people with a disability in West Essex as well as their families. We aim to make all our members, whether children or adults, feel less isolated, more confident, independent, happy and fulfilled by providing social opportunities and activities that are fun, safe and inclusive. In doing this we also hope to support their families by giving them time to themselves. We are proud of the feedback we get through our surveys of our members and comments we receive from their families and carers.

Accuro has just celebrated its 40th anniversary. It is very well respected and financially secure with strong reserves. The operations team are highly experienced with a focus on training that enables our team to work safely with all our members, many of whom have very complex emotional, behavioral and physical needs. As the picture for fund raising has changed dramatically over the last ten years, Accuro has a successful track record in adapting its fund raising to meet that change.

The opportunity for the organisation is to use its financial strength to look at delivering new services with new sources of funds, particularly as public funding shifts away from central authorities to personal payments. Our new adaptive minibus enables us to be mobile and there is a strong demand for new locations and doing more residential holidays.

The opportunity for the new Chair is to build on the financial and operational strength, working with the Board and guiding the CEO in developing the Charity to thrive over the next decade.



Matthew Punshon
Chair - 2019 To March 2026

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About Us

Accuro

Who are we?

Accuro is a small, vibrant charity that has been delivering a wide range of services to children, young people and adults who have a disability and additional needs throughout West Essex, for over 40 years.

We are based at Uttlesford District Council Offices in Saffron Walden, and our services are delivered from bases within the communities of Uttlesford, Harlow, and Epping Forest.

Accuro empowers people with a disability in West Essex to feel less isolated, more confident, independent, happy and fulfilled by providing social opportunities and activities that are fun, safe and inclusive.

Please visit our website to find out more about us:

[About Us - Accuro \(Care Services\)](#)

To view our annual report:

[Annual Report - Accuro \(Care Services\)](#)

Our Vision

Friendship, fun and belonging for every person with a disability.

Our Mission

We create fun and inclusive activities for people with disabilities in West Essex, helping them build friendships, grow in confidence, and live more independent lives while giving their families and carers time to recharge.



About the Role

Chair of Trustees

The Chair of the Board provides leadership to the Board of Trustees, ensuring strong governance, strategic direction, and accountability. The Chair works closely with the Chief Executive to support the organisation in achieving its mission while maintaining high standards of integrity and compliance.

The Chair ensures the Board operates effectively, makes informed decisions, and fulfils its legal and regulatory responsibilities. The Chair is also required to be part of the Finance Committee.

Board currently consists of 7 trustees, many of whom have been with Accuro for a number of years with a wealth of experience in finance, HR, learning disability and lived experience.

About the Role

Chair of Trustees – Responsibilities

Leadership & Governance

- Provide leadership to the Board, ensuring it operates effectively and in line with its governing document and legal obligations.
- Ensure the charity complies with charity law, company law (if applicable), and regulatory requirements.
- Promote a culture of inclusion, respect, and collaboration within the Board.
- Ensure trustees understand their roles and responsibilities.

Strategic Direction

- Lead the Board in setting and regularly reviewing the charity's vision, mission, and strategic objectives.
- Ensure the charity has a clear strategy and that progress against objectives is monitored.
- Support innovation while maintaining financial sustainability.

Relationship with Chief Executive / Senior Lead

- Establish and maintain a constructive and supportive relationship with the Chief Executive.
- Provide guidance, oversight, and appropriate challenge.
- Lead on performance appraisal and development of the Chief Executive.
- Act as a sounding board and ambassador for the organisation.

About the Role

Chair of Trustees – Responsibilities

Board Effectiveness

- Plan and chair Board meetings effectively, ensuring balanced participation and clear decision-making.
- Ensure trustees receive accurate, timely, and relevant information.
- Lead on trustee recruitment, succession planning, and Board development.
- Conduct regular reviews of Board performance.

External Representation

- Act as an ambassador and public face of the charity when appropriate.
- Support fundraising and stakeholder engagement activities.
- Develop relationships with key partners and supporters.

About the Role

Chair of Trustees - Essential Criteria

Skills:

- Strong leadership and facilitation skills, including ability to provide constructive support and challenge.
- Experience of governance, committee work, or senior leadership.
- Strategic thinking and decision-making capability.
- Excellent communication and interpersonal skills.
- Understanding of financial oversight and risk management.
- Experience within the charity or voluntary sector.

Knowledge:

- Knowledge of the learning disability sector or lived experience (desirable).

Experience:

- Experience of working with regulators such as the Charity Commission
- Fundraising or income-generation experience.
- Experience leading organisational change.

Application Process

Chair of Trustees - How to Apply

Accuro Care Services has appointed Veredus as an executive search firm for this appointment and they will manage the campaign.

To apply for this post, you will need to submit the following documents, via the Veredus website – www.veredus.co.uk, quoting the reference number & job title within Opportunities:

#1157 – Chair of Trustees

by **23:59** on **10th May 2026**:

- A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps.
- A **Supporting Statement** (no more than two pages) outlining how you consider your personal skills, qualities and experience match the requirements of the **ESSENTIAL CRITERIA**.

- A completed **Candidate Supporting Information Form** (*via this link*)

[CLICK HERE TO COMPLETE THE CANDIDATE SUPPORTING INFORMATION FORM](#)

Timeline

Chair of Trustees

How long does the process take?

Please find an indicative timeline below. We will try and offer as much flexibility as possible, however it may not always be possible to offer alternative dates for interviews. Please note these dates may be subject to change.

	Indicative timelines
Closing Date	10 th May 2026
Longlist	14 th May 2026
Shortlist	22 nd May 2026
Charity Panel Interviews	Week Commencing 1 st June 2026
CEO & Service Member Interview	Week Commencing 8 th June 2026

Any Questions?

Chair of Trustees

Thank you for your interest in joining Accuro Care Services.

If you'd like to discuss the role in more detail before submitting your application, please contact:

James Griffin

james.griffin2@veredus.co.uk