

Job Description

Job Title:	Sight Loss Expert Trustee	Grade:	Trustee
Department:	Trustee	DBS Required:	Standard
Reports To:	Board	Location:	
Contract Type:	Permanent	Hours Per Week:	

This job description is non-contractual and does not form part of your contract of employment. It is not intended to be exhaustive and is provided for guidance only. Due to changing nature and priorities you will, from time to time, be required to undertake other responsibilities of a similar nature that fall within your capabilities. Focus retains the right to change the job description or job title at any time.

Management Responsibility (delete if not applicable)

Indirect Reports:	Volunteer
Budget Responsibility	No

Purpose of Role

The Sight Loss Expert Trustee will bring professional insight and sector knowledge to support the Board and Executive Team.

This includes helping the organisation:

- Stay informed about developments in the sight loss sector
- Understand the experiences and needs of people living with visual impairment
- Deliver high-quality, person-centred services
- Explore opportunities to develop new and innovative services

Your expertise will help ensure Focus Birmingham continues to create opportunities for people with sight loss to live life to the full.

Our Trustees are required to attend four Board meetings per year , participate in relevant sub-committees (e.g. Fundraising / Business

Development) . We are also looking for this Trustee to provide occasional strategic input and support introductions as appropriate.

Key Outcomes of the Role

1. The Board and Executive Team benefit from credible, current insight into sight loss, rehabilitation, assistive technology and sector developments.
2. Focus Birmingham's services continue to develop in ways that are person-centred, inclusive and responsive to the changing needs of people living with sight loss.
3. The charity builds its profile, networks and relationships across the sight loss, health, social care, research and commissioning sectors.
4. New opportunities for collaboration, service development, fundraising and partnerships are identified, supporting Focus Birmingham to reach more people and increase its impact.

Key Responsibilities

Sight Loss Expertise & Strategic Insight

1. Provide advice and insight to the Board and Executive Team on sight loss conditions, rehabilitation approaches and the support needs of people living with visual impairment.
2. Share knowledge of emerging research, assistive technology and best practice within the sight loss sector.
3. Support the organisation to understand and respond to future opportunities and challenges affecting people with sight loss.
4. Act as a trusted advisor and constructive challenger to the Board on matters relating to visual impairment and the wider sector.

Service Development & Innovation

1. Help ensure our services remain person-centred, inclusive and responsive to the needs and experiences of the people we support.
2. Contribute ideas and specialist expertise to support service development, innovation and continuous improvement.
3. Contribute to the Business Development Sub-Committee, helping the charity to extend its reach, impact and sustainability.

Advocacy, Partnerships & Influence

1. Act as an advocate and ambassador for Focus Birmingham, its mission and the people we support.
2. Raise awareness of the needs, experiences and potential of people living with sight loss.
3. Promote the charity's work and impact within professional networks, the sight loss sector and the wider community.
4. Support the development of relationships with commissioners, sector partners, researchers, and health and social care organisations.
5. Use your knowledge and networks to open doors for collaboration, commissioning opportunities and strategic partnerships.
6. Support fundraising and partnership development, including identifying potential supporters, funders and corporate connections.

Governance, Oversight & Support

1. Ensure the charity delivers its charitable purpose for public benefit and complies with its governing document and relevant legislation.
2. Act in the best interests of Focus Birmingham and the people it supports.

3. Ensure the charity's resources are used responsibly, effectively and sustainably.
4. Maintain strong governance, accountability and financial oversight.
5. Contribute to setting, monitoring and reviewing the organisation's strategic direction, performance and impact.
6. Work collectively with fellow Trustees to ensure Focus Birmingham continues to support people to unlock their potential and live full and meaningful lives.

Person Specification

We are looking for someone who:

- Has professional experience within the sight loss sector, such as clinical services, rehabilitation, research, assistive technology or specialist support.
- Understands the needs and experiences of people living with visual impairment.
- Has knowledge of emerging research, technology and best practice within the sight loss field.
- Can support the organisation to develop and improve services for people with visual impairment and complex needs.
- Demonstrates strategic thinking and sound judgement.
- Is willing to share ideas, challenge constructively and contribute to board discussions.
- Is committed to the mission, vision and values of Focus Birmingham.
- Is willing to devote the necessary time and energy to the role of Trustee.
- Understands and accepts the legal duties and responsibilities of trusteeship.

Trustees must also meet the requirements of the Fit and Proper Persons Test where applicable.

Standard Requirements of all positions

All employees are expected to:

1. Be flexible in their duties and responsibilities and may be asked to perform other duties which reasonably correspond to the general character of their job and level of responsibility.
2. Promote and safeguard the welfare of adults and children at risk

3. Maintain confidentiality of data and information that is sensitive to the Organisation, in line with policy and GDPR
4. Maintain personal and professional development activities to meet the changing demands of their role
5. Ahere to all Focus policies
6. Take a proactive approach to managing their own and others Health and Safety in line with requirements and Focus procedures.

Equality, Diversity and Inclusion

At Focus Birmingham, we are committed to equality, diversity and inclusion. We value the unique experiences, perspectives and strengths that people bring and believe this makes our organisation stronger. We welcome applications from people of all backgrounds and are committed to creating a workplace where everyone feels respected, included and able to thrive.