



Powys Association of Voluntary Organisations  
Cymdeithas Mudiadau Gwirfoddol Powys

# Board of Trustees

## Application Brief Helping organisations; Improving People's Lives



*Powys Association of Voluntary Organisations (PAVO) is an interdependent intermediary body whose purpose is to empower and equip the third sector in Powys, enabling it to deliver its aims and objectives effectively, and to represent and facilitate the engagement of the third sector in all aspects of the strategic planning environment.*

# History.

*In 1974 Powys Rural Council was created from the three independent Rural Community Councils of Montgomeryshire, Radnorshire and Brecknockshire. Powys Rural Council changed its name to Powys Association of Voluntary Organisations in 1994.*

*PAVO became a Company Limited by Guarantee and a Registered Charity on 1st April 1996. Registered Charity Number: 1069557, Company Limited by Guarantee Number: 3522144. Registered Office: Unit 30, Ddole Road Industrial Estate, Llandrindod Wells, Powys LD1 6DF. PAVO is one of 19 Councils for Voluntary Service in Wales. Membership is open to all voluntary organisations and community groups in Powys. PAVO has a Board of Directors elected by the Membership at the Annual General Meeting. The Board can consist of up to 15 members. PAVO employs 12 full time and 33 part time staff divided between the two main offices which are situated in Newtown and Llandrindod Wells.*

## The Voluntary Sector in Powys

*The Voluntary Sector in Powys actively contributes to a wide range of community activities in Powys. It is a diverse, vibrant presence in the County and involves a wide range of people, organisations and communities. It is independent of the state and exists for the public benefit not for private financial gain. Included in the sector are voluntary organisations, community groups, volunteers, self-help groups, co-operatives, social enterprises and religious organisations.*



*The Powys voluntary sector provides services to people in the County that contribute to the social, environmental, economic, cultural and health and well-being of their communities. These services complement those provided by public bodies and contribute to the improvement of public services such as health and social care, children's services, youth services, housing, education and training, tackling economic inactivity, waste recycling, community regeneration, transport and substance misuse services.*

# Our CHEER-ful Values



**C**ollaboration



**H**onesty



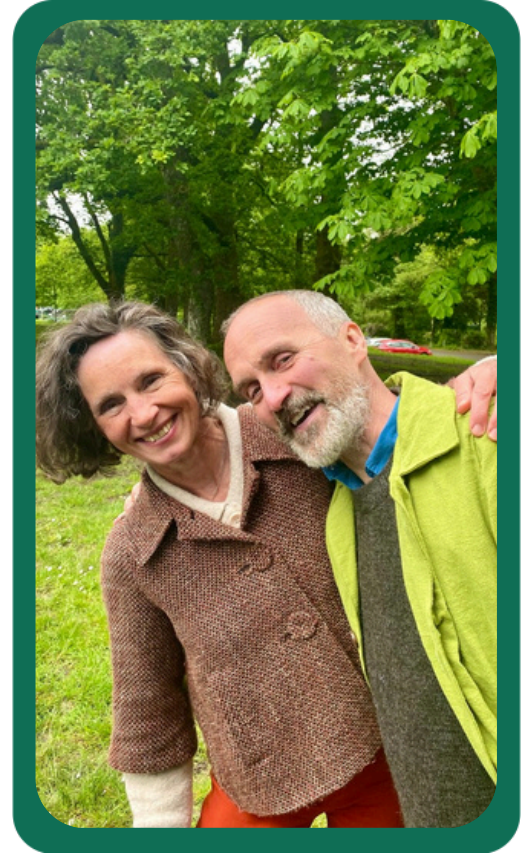
**E**xcellence



**E**quality & Diversity



**R**espect



To View PAVO's  
Strategic Plan  
2022 - 2027

To View PAVO's  
Governance  
Structure



# PAVO's Strategic Purpose



PAVO is a CATALYST for voluntary action

PAVO articulates a legitimate VOICE for Powys' Communities & Third Sector

PAVO is a HUB of essential information

PAVO is effectively governed and managed

**MEMBERSHIP IS FREE  
AND OPEN TO ANY  
THIRD SECTOR  
ORGANISATION IN  
POWYS.**

“

PAVO provides essential services to support third sector organisations and improve people's lives. We will always be mindful and treat people with kindness and compassion.”

## **Role description: Trustee (Director) of Powys Association of Voluntary Organisation**

### **Roles and responsibilities of a Trustee/Director are:**

- To ensure that PAVO complies with its Memorandum and Articles of Association, charity law, company law and any other relevant legislation or regulations
  - To ensure that PAVO pursues its objects as defined in its Memorandum and Articles of Association
  - To ensure that PAVO applies its resources exclusively in pursuance of its objects
  - To contribute actively to the Board of Directors' role in giving firm strategic direction to PAVO, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets
  - To act as a Charity Trustee and Company Director in the best interests of PAVO, not as a representative of a member organisation
  - To share responsibility for all decisions made by the Board
  - To safeguard the good name and values of PAVO
  - To ensure the financial stability of PAVO
  - To ensure the effective stewardship of PAVO's assets
  - To recruit, appoint and dismiss the Chief Executive and to determine his/her level of remuneration
  - To identify major risks and arrangements and to monitor such risks
  - Conflicts of Interest – it is the duty of a trustee to adhere to the policy regarding conflicts of Interest
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In addition to the above statutory and other duties, each Trustee should use any specific skills, knowledge or experience he/she has to help the Board of Trustees reach sound decisions. This will involve scrutinising Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the Trustee has special expertise. Trustees may be required to act as Champion for their area of expertise.

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### **We are looking for trustees that have the following qualities:**

- A commitment to PAVO
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trustees
- An ability to work effectively as a member of a team
- A willingness to adhere to Nolan's seven principles of public life

## Role description: Trustee (Director) of Powys Association of Voluntary Organisation

Trustees should at all times give priority to attending Board meetings and send apologies if unable to attend. They should prepare for meetings by reading the appropriate papers and respect the confidentiality of all information disclosed both before and during meetings.

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We're looking for people from different backgrounds and with a range of skills and experiences.  
Our skills and experience wish list includes:

- Setting targets, monitoring and evaluating performance and projects
  - Equality, Diversity and Inclusion
  - Financial management
  - Community support and development
  - Legal matters
  - Fundraising
  - Recruitment and personnel management including a knowledge of employment legislation
  - Public relations and media
  - Marketing
  - Computers and information technology
  - Scrutiny and audit
  - Education and training
  - Governance
  - Business development
  - Social enterprise and social entrepreneurship
  - Welsh language
  - Networking
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### What's in it for you? As a PAVO trustee you will:

1. Have the opportunity to work with a passionate team who want to help make a positive difference to the organisations and people we support
2. Be able to use your skills and experience to make a positive impact in Powys voluntary sector, whilst boosting your professional development
3. Help support and shape the work and direction of PAVO
4. Work with a range of people from across the third sector and a wide range of stakeholders
5. You will support the PAVO team to deliver its strategic purpose of Helping Organisations; Improving People's Lives



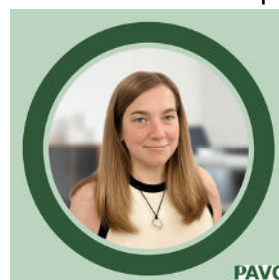
# PAVO Executive Management Team

Angela Owen  
Head of Internal Services



Sharon Healey  
Head of Health, Wellbeing  
& Partnership

Clair Swales  
Chief Executive



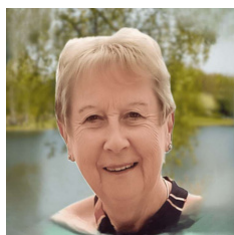
## PAVO BOARD OF TRUSTEES



Gary Mitchell  
Chair of The Board



Jamie Burt



Myra Francis



Lisa Griffiths



Jennifer Owen-Adams



David Price



William Powell



Elin Wozencraft

# Application Process for Trustee Position at PAVO

**We invite you to apply to be a Trustee for PAVO!**

If you have the skills, experience, and dedication to contribute to our mission, we want to hear from you. Join us in making a difference in Powys.  
Apply to be a Trustee for PAVO today!

Interested candidates can schedule an informal discussion with Angela Owen, Head of Internal Services, or Clair Swales, CEO.

**To apply please complete the application form:**



All applications will be acknowledged promptly.

## **Equal Opportunities at PAVO:**

- PAVO is committed to providing equal opportunities to all current and potential employees and Board Members. We value diversity as a driver of better outcomes, creating a more inclusive workplace where individuals from various backgrounds collaborate effectively.
- From the initial application to the interview stage, inclusivity is at the heart of our processes. We aim to ensure a fair, equitable, and discrimination-free experience for all our colleagues and stakeholders.

We look forward to welcoming you to our organisation.  
Best of luck with your application!

