



Jessie May

More than a Hospice at Home

Chair of Trustees

MOON Charity Practice

In this candidate information pack, you will find further information on our search for a new Chair, together with details on the application process with Moon Charity Practice.

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A message from Daniel, CEO

At Jessie May, we know the strength of a charity lies in its people and our Chair plays a crucial role in that. We're looking for someone who will bring fresh perspective, help us navigate challenge and growth, and work closely with me and the Board as a trusted partner.

This is a pivotal moment for the charity. Demand for our services is growing, but, like many in the sector, we're navigating a tough climate, rising costs, the impact of the cost-of-living crisis on families and supporters, and a challenging year for fundraising. It is also a great time of opportunity as we are starting to think about our next strategy, after successfully implementing the vision that was in our current 'No Place Like Home' strategy.

The Chair will play a vital role in helping us confront the realities we face head-on and will work with me, the Senior Leadership Team and rest of the Board in driving forward our ambition to reach more families through setting a new strategy for the future.

I am delighted to be able to welcome you to Jessie May, we are more than a hospice at home and we look forward to considering your application to be our new Chair.

A handwritten signature in black ink that reads "Daniel". The signature is stylized with a large, flowing 'D' and a cursive 'aniel'.

Introduction from our Trustee, Tracey

Thank you for considering the opportunity to become Chair of Trustees at Jessie May. This is a pivotal leadership role at a time of exciting growth and innovation for our charity, offering the chance to help shape our future and ensure the best possible outcomes for the children and families we support.

Jessie May is an award-winning charity with a national reputation for providing outstanding nursing care and emotional support to children with life-limiting conditions, delivered in the place they and their families value most — their own homes. Our work is entirely family-centred and family-led; their voices are at the heart of everything we do.

Since our founding in 1996, Jessie May has supported over 450 children and their families across the South West. We provide regular nursing care, palliative nursing, and bereavement support - all delivered by our exceptional team of specialist nurses. Over the last five years, we have experienced a significant increase in demand, expanding both the depth and reach of our services.

We are now in a dynamic and ambitious phase of development. Our 'No Place Like Home' strategy, launched in 2022, has already led to the introduction of 24/7 palliative care and a broader range of holistic services to support families more effectively. We are now starting to think about our next strategy and as Chair, you will work closely with our Board and Chief Executive to help drive this thinking forward and champion the values, vision, and impact of Jessie May.

This is a rare opportunity to lead a passionate, mission-driven organisation making a tangible difference in the lives of families navigating the most difficult of journeys. We hope you'll consider joining us.

Tracey



About Us

At Jessie May, we provide specialist nursing care at home for children with life-limiting and life-threatening conditions. We support parents, siblings, and wider family members across Bristol, South Gloucestershire, North Somerset, Bath and North East Somerset, and Wiltshire.

Through life and death, bereavement, and grief, we are here for families for as long as they need us - offering support for weeks, months, or years. With us, seriously ill children can still be children, and families can make memories to hold onto when they need them most.

Families welcome Jessie May into their homes, both physically and emotionally, receiving expert care and much-needed space for parents and carers to rest and recharge. Because they know the children so well, our nurses can advocate in clinical settings, ensuring their voices and needs are always heard - while supporting families through the most difficult times. When a child's life nears its end, they are there too, offering gentle, familiar care that only trusted, long-term relationships can provide.

Beyond caring at home, we help families create treasured memories. Whether it's a zoo trip, a party, or a picnic, our specially organised, fully-funded activities are tailored to the complex needs of the children we support. These moments ease anxiety, reduce financial pressure, and most importantly, give families the space to make happy memories together.

Our Family Liaison Officer supports families when they are struggling, providing practical help and emotional reassurance to make life a little easier. Their role ensures families feel heard, supported, and empowered during some of the hardest moments in their lives.

From diagnosis through anticipatory grief to bereavement, our compassionate Bereavement Team walks alongside families, offering emotional and practical support, and a listening ear whenever it's needed.

Our Vision

Our vision is that all children and young people with life-limiting or life-threatening conditions are supported to have the very best quality of life possible, and to choose to live, and to die, in their own homes with their families.

Our Mission

Our mission is to provide the very best care and support possible, at home, for children and young people with life-limiting or life-threatening conditions and their whole families. For the whole journey in life, at the end of life, and in bereavement.

**We put
children and
families first**

Our Values

**We are honest,
respectful and
collaborative.**

**We are kind,
passionate
and
committed**



Anouk's Story

"Jessie May has been a lifeline. Truly." – Claire, Anouk's mum

When Claire gave birth to her daughter Anouk, nothing could have prepared her for what was to come.

Though born full-term, Anouk was tiny – just two kilos. She was rushed to the neonatal intensive care unit (NICU), and within hours, doctors noticed some unusual features: an extra finger and toe. Genetic tests were ordered, and at just a few days old, Anouk was diagnosed with Trisomy 13, also known as Patau syndrome – a rare, life-limiting chromosomal condition.

After a month in hospital – long, uncertain days of tube feeding, low blood sugars, and worry – all Claire wanted was to be home for Christmas. And on 21st December, they finally made it. That's when they met Jessie May.

"We were introduced to Jessie May just before we left hospital. When they mentioned children's hospice to us, it was so scary; I remember thinking it was strange – the idea of a nurse coming into your home. But from the moment they arrived, we knew it was something special. The kindness....I'm lost for words really."

For ten years, Jessie May nurses have been by Anouk's side – and Claire's. From weekly visits in those early months to regular check-ins today, the support has been transformational.

"In those first weeks at home, having someone come every week gave me time to breathe. It was just three hours, but it meant I could go for a walk, clear my head, be me for a moment. And the nurses didn't just care for Anouk – they loved her."

Anouk's journey hasn't been easy and the family has been in and out of hospital more times than they can count.

With no extended family nearby and only limited support from stretched social services, Jessie May remains their only source of a break.

“Jessie May is our only consistent help. They come during school holidays now as well, and I can go for a walk, go shopping – just do something for myself. It means everything.”

“They’ve made such a difference to our lives.”

Anouk is now ten years old – a milestone no doctor thought she’d reach. She’s social, smiley, and especially loves her mashed avocado breakfasts. She’s proof that love, determination and the right support can defy the odds.

“Without Jessie May, I don’t know how we would have coped. They’ve been with us for everything – even visiting in hospital, unprompted, just to say: ‘Go grab a coffee, we’re here.’”

When asked what life would be like without Jessie May, Claire doesn’t hesitate:

“We don’t have other support. No family nearby. If Jessie May wasn’t here, we wouldn’t get any respite at all. We wouldn’t get those few hours to step away, to just be Claire and Mark; it makes all the difference. To trust in people to look after Anouk, is invaluable, and we wouldn’t have that choice without Jessie May.”



Job description

Post	Chair of Trustees
Remuneration	Voluntary position, expenses only
Term of office	Trustees are appointed for a 3 year term of office, renewal for 3 further terms to a maximum of 9 years.
Location	Offices based in South Gloucestershire BS15 Meetings are usually held in Bristol, BS1 (close to Temple Meads railway station)

Time commitment	<p>Time Commitment</p> <ol style="list-style-type: none"> 1. Board meetings held quarterly – in person. 2. Sub-committee meetings held quarterly – remotely. 3. Guidance and support to trustees throughout the year. 4. Attendance at annual strategy day. 5. Annual appraisal, reviews and 1:1 meetings throughout the year with the CEO. 6. Ad hoc and occasional support through working groups and support to the executive team. 7. Support our activities such as fundraising and events for families. <p>Approximately 2 days per month – this reflects an average across the year, acknowledging that Board months will be heavier and others lighter.</p>
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ROLE PROFILE

Our Chair works in partnership with the CEO to lead the Board, ensuring that it governs the charity effectively in service of the charity's vision and mission. Our Chair leads in an inclusive way, supporting the Board to work together effectively and providing support and challenge to the Chief Executive Officer and Senior Leadership Team (SLT).

Basic level DBS check required.

Summary of responsibilities

Strategy

- Provide strategic leadership to the charity and the Board, ensuring that Jessie May achieves its mission and maximises impact for beneficiaries.
- Work in partnership with the Chief Executive and SLT to ensure they are focussed on the strategic direction of the charity.
- Carry out an annual appraisal for the CEO and ensure objectives support the achievement of strategic aims.
- Ensure the CEO is accountable to the Board, provide regular feedback and support.
- Ensure members of SLT regularly report to the Board on progress towards the strategic objectives agreed.

Governance

- Ensure Board members have the range of knowledge, skills and experience necessary to support the charity effectively.
- Lead the Board in ensuring that it fulfils its responsibilities for the governance of the organisation.
- Ensure the Board receives adequate information to comply with their responsibilities, working efficiently and effectively.

- Lead a cohesive and productive Board of Trustees, resolving any disagreement/conflict constructively to ensure optimum Board performance.
- Ensure major risks are identified and managed appropriately.
- Maintain financial oversight of the organisation to ensure expenditure is in line with our purpose.
- Plan and chair the board meetings as appropriate.

General

- Provide an annual review of the CEO's performance and contribute to recommendations for the annual pay review.
- Meet with the CEO regularly, to provide guidance and support.
- Support individual trustees, including an annual check-in meeting.
- Optimise the relationship between the board and Jessie May's staff and volunteers.
- Act as a spokesperson and figurehead for Jessie May.
- Network and effectively engage with relevant policy and decision makers to highlight and further the aims of the charity.

Essential skills and experience required

- Experience of chairing meetings.
- Experience of being a Board member or in a senior strategic leadership role.
- A keen sense of strategic purpose.
- Ability to monitor and review strategic objectives to maximise effectiveness.
- An inclusive leadership style: with the ability to inspire and support full and equal participation.
- The ability to listen and engage effectively. You are comfortable with challenge and debate and are able to encourage that in others whilst fostering a collaborative board environment.
- To be a good advocate for the charity - be able and willing to champion Jessie May's work through personal networks, social media, and other channels.
- A strong personal commitment to equity, diversity and inclusion.

- Ability to be responsive on a weekly basis.

Desirable skills and experience required

- Experience of advocating for beneficiaries
- Skilled at networking
- Experience in a strategic clinical role

In addition to the above, the Chair will have the responsibilities and qualities of all trustees.

Responsibilities of all trustees

- Support to maintain Jessie May's purpose, vision, goals and activities.
- Approve strategic plans and support their implementation via monitoring, feedback and reviews.
- Oversee Jessie May's financial plans and budgets, monitor and evaluate effectiveness.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve Jessie May's financial statements.
- Provide support and challenge to Jessie May's CEO in the exercise of their delegated authority.
- Maintain awareness of changes in Jessie May's operating environment.
- Contribute to regular reviews of Jessie May's own governance.
- Attend board meetings, adequately prepared to contribute to discussions.
- Use independent judgement, acting legally and in good faith to promote and protect Jessie May's interests, to the exclusion of their own personal and/or any third-party interests.
- Contribute to the broader promotion of Jessie May's objectives, aims and reputation by applying skills, expertise, knowledge and involvement of contacts.

Essential qualities of all trustees

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equality, diversity and inclusion.
- Enthusiasm for Jessie May's vision and mission, willing to lead according to our values.
- Commitment to Nolan's seven principles of public life:
 1. Selflessness
 2. Integrity
 3. Objectivity
 4. Accountability
 5. Openness



How to apply

Jessie May has retained Moon Charity Practice to manage this recruitment. We are unable to accept CVs from third-party agencies; all applications will be forwarded directly to Moon for consideration.

Please submit your CV and a supporting statement (max 2 sides of A4) outlining your motivation, relevant skills and experience, and what you would bring to the role. Shortlisting will be based solely on this information.

Send completed applications, quoting Ref MC2593, FAO Sandy Hinks or Leighann Beck, to: recruit@moonexecsearch.com

Closing date: Midnight, 14th September

Interview date with Jessie May: 15th October

We may close the vacancy early if we receive sufficient applications - early submission is advised.

Preliminary interviews will be held online by Moon Charity Practice throughout the search. The successful candidate will require a DBS check and two references.

If you need this in an alternative format, please contact Moon Executive Search on 01275 371200 or email recruit@moonexecsearch.com.

Jessie May is an equal opportunities employer and welcomes applications from all backgrounds.

Thank you for your interest in this Chair of Trustees opportunity.



Jessie May

More than a Hospice at Home

Company Limited by guarantee
(England and Wales No: 04118341)
Registered Charity No: 1086048

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