

The Brilliant Club

Appointment Brief For the position of Trustee



November 2020



Our Mission



The Brilliant Club exists to increase the number of pupils from underrepresented backgrounds that progress to highly-selective universities.

We do this by mobilising the PhD community to share its expertise with state schools.



In pursuit of this mission, The Brilliant Club delivers three programmes:



The Scholars Programme recruits, trains and places doctoral and postdoctoral researchers in schools to deliver programmes of university-style tutorials to small groups of pupils, either in-person or virtually.



Researchers in Schools recruits PhD graduates, places them as trainee teachers in schools and supports them to develop as excellent teachers and research leaders committed to closing the gap in attainment and university access.



The Brilliant Tutoring Programme provides curriculum-focused tutoring for small groups of pupils in core subjects with our subject expert PhD tutors, as part of the national catch-up effort due to Covid-19 and school closures.



Welcome to The Brilliant Club

Dr Josephine Valentine OBE Chair of Trustees

Dear Candidate,

On behalf of the Board of Trustees, I am delighted to introduce you to The Brilliant Club's work and to thank you for your interest in playing an important role in the charity's future. I am particularly glad to be writing this letter as a newcomer to the role of Chair of Trustees, having taken over earlier this year and following the departure of Dame Sue John after a decade of trusteeship with the charity. 2020 has also seen a change in the charity's leadership, with Anne-Marie Canning MBE joining as CEO in March, from her role as Director of Social Mobility and Student Success at King's College London.

The Brilliant Club exists to increase the number of pupils from underrepresented backgrounds that progress to highly-selective universities. Never has our mission been more crucial than in a year that has seen schools, teachers, pupils and institutions forced to rapidly adapt to a new way of learning in the face of Coronavirus. It has been inspiring to see the sector rise to the challenge and the Trustees have been proud to steward The Brilliant Club as we continue to provide vital support to pupils and counteract the impact school closures have had on pupil learning and progression.

Our next steps as a charity will be to continue our commitment to the young people we serve and we are looking for enthusiastic Trustees who are dedicated to supporting The Brilliant Club to best serve our communities and address educational inequality in the UK. This recruitment is part of an exciting Board Development project, which will also see the charity develop an advisory panel of young people and recruit a Young Trustee, both of which we hope will strengthen the charity's engagement with our communities.

The Brilliant Club mobilises the PhD community to bring their extraordinary expertise and passion for education into state schools. We run two core programmes: The Scholars Programme, which employs PhD researchers part-time to deliver university-style tutorials to small groups of pupils; and Researchers in Schools, which trains PhD graduates to become full-time classroom teachers. In addition to these two core programmes, we have been selected as a tuition partner for the Government's National Tutoring Programme, part of the national effort to support schools in addressing the impact of Coronavirus school closures on pupils; our new Brilliant Tutoring Programme will be delivering curriculum-focused tuition to 8,000 pupils this year.

We are seeking to appoint new Trustees to join what is a professional, warm and supportive Board. We are particularly keen to hear from candidates with fundraising experience, or who are qualified accountants. Experience of the education sector would be beneficial but by no means essential – most important is a willingness to engage in meaningful conversations and to promote The Brilliant Club's cause within your networks.

We feel that now is a particularly exciting time to join The Brilliant Club. The charity is now in the final academic year of its current five-year strategy, 'The Path to Outcomes' and is currently establishing its next five-year strategy in consultation with staff, stakeholders and the Board of Trustees. As the charity moves into this new phase, we are excited to invite new Trustees to join our Board to share expertise and insight with our team.

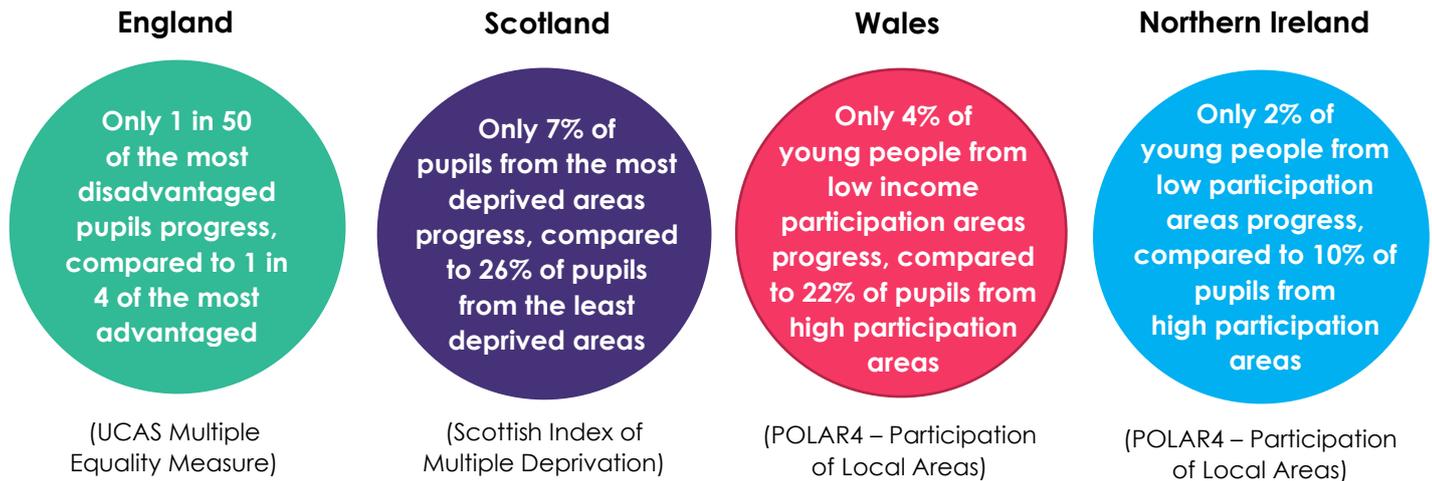
We look forward to hearing about the contribution you could make to improve young people's life chances.

Dr Josephine Valentine OBE

Organisational Overview

In the UK today, a young person's chance of accessing life-changing higher education remains linked to their socioeconomic background.

Whilst there has been an increase in progression to university over time, research shows that there are deep-rooted inequalities in accessing the most selective institutions, which are renowned for their positive impact on young people's futures.



The Brilliant Club exists to address this specific challenge. The charity aims to break the link between a young person's background and their life chances by supporting them to develop the knowledge, skills and confidence to thrive in their studies and progress to highly-selective universities.

The charity was co-founded in 2011 by two classroom teachers, who established The Brilliant Club to mobilise the PhD community to share its expertise with state schools. We remain the only organisation that is uniquely committed to doing so.

We deliver **two core programmes** that mobilise the PhD community to engage with state schools:

The Scholars Programme recruits, trains and places PhD researchers in schools on a part-time basis to deliver programmes of university-style tutorials to small groups of pupils. Tutorials are combined with trips to top universities, giving pupils an authentic experience of university life.

Researchers in Schools recruits PhD graduates, places them in schools as trainee teachers and supports them to develop as excellent teachers and research leaders. As well as their teaching responsibilities, participants have protected time off-timetable – the equivalent of half a day per week in Year 1 and a slightly lower teaching load than normal early career teachers in Years 2 and 3 - which is used to deliver university access support to target pupils and to conduct research.

In addition to these two core programmes, **we have been selected as a tuition partner for the Government's National Tutoring Programme,** part of the national effort to support schools in addressing the impact of Covid-19 school closures on pupils; our new Brilliant Tutoring Programme will be delivering curriculum-focused tuition to 8,000 pupils this year.

Our programmes are having an impact. For the fourth year running, impact evaluations with the Universities and Colleges Admissions Service (UCAS) have shown that pupils who complete The Scholars Programme are significantly more likely to apply, receive an offer and progress to a highly selective university. The latest evaluation showed that Scholars Programme graduates are almost twice as likely to progress when compared to matched control groups: 37% of Scholars Programme graduates progressed, compared to 20% of pupils in matched control groups.

We target pupils with the greatest need. Pupils from low-income backgrounds and/or without any parental history of higher education are much less likely to reach a highly-selective university. In 2018/19, 81% of the pupils on our programmes met one or more of our three targeting criteria for underrepresentation: eligibility for free school meals, no parental history of higher education and deprivation according to postcode.

In 2018/19, The Brilliant Club worked with 13,993 pupils across the country. We are building the capacity to operate at national scale; not just in towns and cities, but also in harder to reach rural and coastal communities. We have built partnerships with 843 schools and 40 universities, now making us one of the country's largest university access programmes for secondary schools.

The charity is now entering an exciting phase of its development. In 2021 The Brilliant Club will reach the end of 'The Path to Outcomes' five-year strategy, and **we are currently in the process of establishing the charity's 2021-2026 strategy.**

Role Description

The Brilliant Club is recruiting for three individuals to join our Board of Trustees. We are particularly keen to hear from candidates with fundraising and digital expertise. We are also looking to appoint a qualified accountant.

The Brilliant Club exists to increase the number of pupils from underrepresented backgrounds progressing to highly selective universities. We think it is important that our charity reflects the lived experience of our beneficiaries, and we want to be an organisation where employees and supporters from any background can thrive. We particularly welcome applications from disabled, Black, Asian and Minority Ethnic (BAME), Lesbian, Gay, Bi, Trans including non-binary (LGBTQ+) candidates, and candidates from low-income families. These groups are currently underrepresented at The Brilliant Club and we are committed to increasing representation and diversity at the charity.

Role	Trustee
Salary	Unremunerated (Reasonable travel expenses will be paid)
Location	Meetings will take place in London (or remotely, given Coronavirus restrictions) but we actively encourage applications from candidates based across the UK
Time Commitment	<ul style="list-style-type: none"> - Four Board of Trustees meetings per year (2 hours each) - One annual Strategy Away Day (Full day) - Possible participation in committees (Up to 4 hours per year) - Fundraising candidates: Participation in Fundraising Advisory Group (Approximately 4 hours per year) - Accountancy candidates: Participation in Finance, Audit and Risk Committee (Approximately four hours per year for regular meetings, occasional ad hoc meetings in addition)
Start Date	March 2021
Term	Three years in the first instance, with the possibility of further terms

Person Specification

- Essential – A commitment to The Brilliant Club's charitable mission
- Essential – Experience of operating at a senior or Board level
- Essential – Experience of effective, fair and impartial decision-making
- Essential – Experience of building and sustaining relationships with key stakeholders
- Essential – Willingness to contribute the time and effort necessary to the position
- Desirable – Digital and/or communications experience would be advantageous

Knowledge, Skills and Understanding

- Ideally, good knowledge in one of the specific areas of expertise below
- Independent judgement and strategic vision
- Preparedness to contribute forthrightly to discussions and to make difficult decisions
- Ability to advocate on behalf of the charity, particularly within your network
- An understanding / willingness to learn the responsibilities and liabilities of trusteeship
- An understanding / willingness to learn the roles of Chair, Trustee and CEO

Specific Areas of Expertise

- We look forward to considering applications from individuals with a range of different backgrounds. We are particularly interested in hearing from those with experience in the following areas:
 - Fundraising, particularly in relation to major donor fundraising
 - Digital and technology
 - Qualified Accountant

Key Areas of Responsibility

- Ensure that the charity complies with its governing documents and charitable objectives
- Ensure that the charity's strategy is fit for purpose to deliver its mission/objectives
- Ensure the financial stability of charity, protecting and managing the charity's assets
- Safeguard the charity's reputation and values
- Champion the charity's mission within your network and the wider community
- Attend and participate fully in Board of Trustees meetings, e.g. by offering strategic direction, reviewing policies and evaluating performance
- Attend and participate fully in strategy away days and relevant committee meetings
- Support recruitment, remuneration and disciplinary processes for the CEO
- As well as the various statutory duties, any Trustee should make full use of any specific skills, knowledge or experience to help the Board make good decisions

Additional Key Areas of Responsibility – Fundraising Candidates

- Chair and support the development of a new Fundraising Advisory Group
- Provide expertise on fundraising to support the External Affairs team to achieve an ambitious fundraising target

Additional Key Areas of Responsibility – Accountancy Candidates

- Be a member of the charity's Finance, Audit and Risk Committee and be the Trustee responsible for major decisions and issues relating to the charity's finances
- Provide financial expertise and support, particularly regarding major decisions affecting the charity's finances
- In collaboration with the Chair of Trustees and Chief Operating Officer, review and provide final sign-off of the Charity's annual Financial Statements
- In collaboration with the Board of Trustees, meet and discuss the Charity's annual audit with the appointed auditors once per year

To Apply	Please click here to fill out our Equality and Diversity Monitoring Form and here to submit your CV and cover letter. Please state clearly in your application which area of expertise you are applying for (fundraising, qualified accountant).
Deadline	Monday 11 th January at 10am
Interviews	Interviews will be held remotely via Microsoft Teams between 25 th January – 5 th February.
Key Dates	Board of Trustees meetings 2020-21: <ul style="list-style-type: none">• Tuesday 9th March, 2-4pm• Tuesday 8th June, 2-4pm

Further
Details

Please visit www.thebrilliantclub.org or call Michelle Langley on 07394569845. If you would like to arrange a short phone call with one of the serving Trustees then Michelle will be able to arrange this.

DBS Check

If appointed, you will be required to undertake a Disclosure and Barring Service (DBS) check. This is in line with our safeguarding policy and checks a person's criminal record. People with a criminal record *are eligible* to apply for Trustee roles; we would seek to understand the nature of the criminal record in order to assess whether it would discount you from taking up the position of Trustee. In addition, according to the Rehabilitation of Offenders Act 1964, people who hold spent convictions are eligible to apply. Spent convictions are those which have reached a set period and are no longer listed on a person's record.