

The Women's Centre Cornwall

Trustee Information Pack 2026



THE
**Women's
Centre**
CORNWALL

Who we are

The Women's Centre Cornwall is a charity with over 30 years experience supporting women and girls living with the impact of sexual and domestic abuse.

Our Centre is based in Bodmin and we provide empowering support to women and girls across Cornwall, Devon, Dorset and HMP Eastwood Park through our wide range of projects and services.

We are strong advocates of partnership working. As Lead Partner for the Oak Sexual Violence Service, Cornwall Independent Domestic Violence Advocate service and Devon and Cornwall Independent Sexual Violence Advisor (ISVA) service we work with a number of trusted partners to ensure that people of all genders, ages and backgrounds can access appropriate, high-quality support.

Our vision is a world in which women and girls are safe, respected and empowered to fulfil their potential free from violence, inequality and oppression.

Our mission is to reach women and girls at any stage of their journey and provide responsive, flexible and holistic support to meet their needs and empower them to move beyond the constraints of abuse, inequality and oppression. We recognise that women and girls are the experts in their own lives and experiences and we will stand alongside them in safe spaces as they restore their personal power, find their voices and become agents of change for themselves, their families and communities.

TWCC's work is grounded in a feminist and trauma-informed approach, recognising how gender inequality and intersecting oppressions contribute to violence against women and girls. Trustees are expected to uphold these principles within their governance role.

TWCC's organisational values underpin all aspects of our work and governance, including feminist principles, trauma-informed practice, empowerment and choice, respect and non-judgement, inclusivity and accessibility, and collaboration and partnership. A full copy of TWCC's Values document is included as an attachment to this Information Pack.

Our aims are:

- To deliver services run by women, for women.
- To provide holistic and varied services, focused on supporting women to recognise and reclaim their power.
- To raise awareness of the organisation to ensure more women and girls are aware of the support we offer.
- To continue to develop high quality and innovative responses to meet women's needs.
- To provide continuous reflection and improvement on the services that we offer.
- To change attitudes in society through activism, campaigns, training and preventative work.
- To be representative of the communities we work in to ensure our services are accessible to all women.
- To create a community which offers a sense of belonging for all women through practices of equity, inclusion and diversity.

What we do

We work with women and girls through many different projects to provide support for sexual and domestic abuse, to navigate the criminal justice system and through community engagement. You can read about these services more fully [here](#).

TWCC provides specialist, trauma-informed services including counselling, ISVA and IDVA support, group programmes, crisis support, holistic interventions and community outreach. All services are women-only and delivered in line with TWCC's feminist values.

Our services are free and are focused on supporting women to recognise their strengths. We know that a lot of women feel isolated and unheard because of the inequality and discrimination in our society and it's important to us that all women can access our services and feel included, celebrated and valued.

TWCC services are confidential, independent and accessible to women and girls across Cornwall. We aim to reduce isolation, increase safety and support women to rebuild their confidence and wellbeing in ways that feel right for them.

How we work

TWCC is constituted as a charitable company limited by guarantee and is set up with special charitable articles and registered with both the Charities Commission and Companies House. The directors are also trustees for the purposes of the Charities Act and under the company's articles are known as members of the Board of Trustees.

Trustees share collective responsibility for ensuring TWCC complies with Charity Commission requirements, including CC3 The Essential Trustee, and for ensuring that governance systems uphold safeguarding, risk management and Serious Incident Reporting expectations.

TWCC currently employs and supports a highly skilled, committed and passionate team of over 100 women, including volunteers.

TWCC uses the inclusive organisational term "workers" to refer collectively to salaried staff, sessional workers, volunteers and Trustees. Trustees are expected to model TWCC's feminist, trauma-informed and values-led approach in all governance work.

Who we want

We currently have a strong board of experienced trustees. We want more women to join us to help shape the future of TWCC.

TWCC welcomes women who are committed to our feminist values, trauma-informed approach and mission to improve outcomes for women and girls experiencing sexual and domestic abuse.

We welcome women from diverse backgrounds and of all ages. While experience of being on a board is valuable, it is not essential. TWCC values lived experience and the unique insight this brings to governance and provides a comprehensive Trustee Induction Programme to support women who are new to board membership.

We are looking for Trustees who have:

- A feminist perspective and understanding of the issues surrounding violence against women and girls
- A commitment to the organisation and its objectives
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Trustees are expected to uphold TWCC's values, understand Charity Commission guidance including CC3 The Essential Trustee, and support safe, ethical and trauma-informed governance
- A willingness to devote the necessary time and effort to their duties as a trustee
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- Willingness to speak their mind
- An ability to work effectively as a member of a team

To complement the strengths and experience of our current trustees we would welcome expertise/ skills in the following areas (desirable but not essential):

- Fundraising and Income Generation
- Finance, Accounting, or Financial Management
- Legal
- Youth Work/Education
- Human Resources
- IT & Digital (Including AI)

TWCC particularly welcomes women with skills that support the strong organisational governance. Such as risk management, safeguarding oversight, HR, legal and strategic development.

However, these skills are not essential and all Trustees receive training as part of TWCC's induction programme.

What you'll do

Trustees take ultimate responsibility for the work of the organisation, and for the way in which it spends money to achieve its aims. It is a big responsibility, focussing on the strategic direction of the organisation, agreeing plans and budgets, and holding the Chief Executive to account for the delivery of the plans.

Trustees share collective responsibility for ensuring TWCC operates safely, ethically and in line with Charity Commission expectations, including CC3 The Essential Trustee. It has a legal dimension too, with Trustees legally responsible for ensuring that the organisation operates to standards set by Parliament and the Charity Commission.

The Board of Trustees meets bi-monthly (excluding August or December unless an additional or emergency meeting is required). Meetings last approximately three hours and are usually held in the late afternoon/early evening; there may also be sub committees, with authority delegated to them by the Board of Trustees, meeting at other intervals. Staff may also seek to consult with you on your particular expertise. You may be asked to represent TWCC at outside meetings with potential funders or influencers and work alongside staff at events.

Trustees are expected to read Board papers in advance, attend meetings regularly and contribute constructively to discussions, decision-making and strategic oversight.

As a Trustee, you are responsible for:

- Determining the strategy and overall framework for the charity.
- Safeguarding and promoting the culture, mission, vision and values of TWCC
- Ensuring the charity operates in an effective, responsible and accountable manner, complying with charity law.
- Ensuring the charity's activities are sustainable and assessing key risks and mitigating strategies.
- Contributing to the effective functioning of the Board of Trustees.
- Trustees are also responsible for maintaining oversight of safeguarding arrangements for adults and children at risk, and ensuring TWCC has appropriate policies, procedures and reporting frameworks.
- Trustees must comply with GDPR requirements and ensure all information accessed in their role is handled confidentially and appropriately.

Main duties include:

- Ensuring that the charity complies with its Articles of Association, charity law, company law and any other relevant legislation or regulations.
- This includes compliance with Charity Commission guidance, including CC3 The Essential Trustee.
- Trustees must also oversee governance-level Serious Incident Reporting (SIR) requirements and ensure that TWCC complies with safeguarding and data protection legislation.
- Ensuring that TWCC pursues its charitable objects as defined in its memorandum of association.
- To ensure that the operational plan and budget reflect the agreed strategic direction and are appropriate.
- To monitor the achievement of TWCC against the key measures from the operational plan and budget.
- To hold the Chief Executive accountable for the performance of the organisation's goals, and provide them with regular, constructive feedback on both management and overall achievement.
- Safeguarding the reputation and the values of TWCC.
- Trustees share oversight of safeguarding arrangements for adults and children at risk to ensure TWCC maintains safe systems and complies with statutory safeguarding duties.
- To agree TWCC's policies and ensure that they will assist in the achievement of the strategic and operational plans.
- Protecting the financial stability of TWCC, ensuring the charity has satisfactory financial control systems and procedures, reviewing the level of risk annually and overseeing the proper investment of its funds.
- Acting at all times in the best interests of TWCC and declaring any conflicts of interest.
- Maintaining absolute confidentiality about all sensitive/confidential information received in the course of trustee's responsibilities to TWCC.
- Trustees must also comply with GDPR requirements and ensure that any personal or sensitive information accessed in their role is handled securely and appropriately.
- To reflect annually on the Board's performance and your own performance as a trustee. Review its structure, role and relationship to staff and be involved in agreeing to changes as necessary.

In addition to their statutory duties, Trustees should use their specific knowledge, professional or lived experience to support effective governance. This includes focusing on key issues, providing advice and guidance when requested, and contributing insights that strengthen decision-making, strategic planning and organisational learning in areas relevant to TWCC's work.

Commitments

- To attend bi-monthly online trustee meetings (meetings do not take place in August or December unless an additional or emergency meeting is required), read relevant papers and be prepared to be an active trustee and make a contribution.
- Trustees are expected to attend all meetings per year unless exceptional circumstances apply.
- To work within the guidelines of TWCC's Trustee Code of Conduct.
- To attend TWCC's AGM (held in November) and annual Board Away Day and encouraged to attend the TWCC's Professional Development Away Day.
- To undertake TWCC specialist training and any essential training for the role as it arises.
- This includes mandatory training in safeguarding, GDPR, trauma-informed practice and Charity Commission governance requirements such as CC3 The Essential Trustee.
- To be prepared to act as a spokesperson for TWCC when asked by the Chief Executive, and to work within an agreed brief.
- To attend events as an ambassador for TWCC, to network and promote the work of the organisation.
- Trustees may also be asked to support TWCC by representing the organisation at partnership meetings or strategic forums where appropriate.

Remuneration

Like most not-for-profit Board roles, this position is unremunerated. However, reasonable out of pocket expenses incurred fulfilling the duties of the role will be reimbursed subject to the limits set out in our expenses policy.

TWCC ensures that no Trustee is out of pocket for carrying out their responsibilities and encourages Trustees to claim eligible expenses in line with the charity's financial procedures.

Equal opportunities

The Women's Centre Cornwall (TWCC) is an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

The post is subject to an enhanced DBS check and open to women only (exempt under the Equality Act 2010 Schedule 9, Part 1).

TWCC applies a safeguarding-first approach to recruitment and all Trustees must complete DBS checking as part of the induction process.

TWCC values diversity and welcomes applicants from all sections of the community, especially from groups with a protected characteristic such as Black and Minoritized women, who are currently under-represented at TWCC.

TWCC is a Disability Confident employer and our premises are fully wheelchair accessible.

TWCC is committed to removing barriers to participation and will make reasonable adjustments to ensure Trustees can fully engage in meetings, training and governance activities.

OUR VALUES

FEMINISM

We recognise that violence against women and girls is a cause and consequence of gender inequality and that feminism is a justice movement. We believe in the power and potential of women and girls and provide safe spaces for them to fulfil their potential.

EMPOWERMENT

We recognise that women are the experts in their own lives and stand alongside them as they recognise and reclaim their personal power through our empowerment model of support.

TRAUMA RESPONSIVE

We stand firm in our belief that violence and abuse is a violation of a woman's sense of self and that trauma is a natural, valid response. We are therefore trauma-responsive in our approach and advocate that survival is not a disorder.

COURAGE

We speak truth to and challenge systems and structures of power that perpetuate violence against women and girls through courageous activism, campaign work and education.

BELONGING

By putting equity, diversity and inclusion into practice, we continue to create a community in which all women and girls feel a sense of **belonging**; they are valued, empowered to speak up, make changes and know that they matter.

HOPE

We hold on to hope for women's lives and our vision of a future in which women and girls are safe and respected in all spaces.



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