



Recruitment Pack



Registered Charity No 519 357

nwcr.org

Dear Applicant

I am delighted that you are interested in applying to be a Non-Executive Director of North West Cancer Research Trading Ltd. If you join us, you will help us to develop a viable chain of charity shops which will generate long term and sustainable funding to advance the fight against cancer in our region.

You would join us at an exciting time as we seek to get this new venture off the ground. This is a blank sheet of paper and the opportunities for us are significant. You and your colleagues on the Board will provide knowledge, skills and expertise as we seek to open our first shops and raise funds for North West Cancer Research.

Working with the staff team you will consider the systems, staffing, structures, shop locations and other factors which will help to make this new venture a success for us. You will help to decide the locations in which we will operate and will develop and approve the first business plan for the company. Our aim is to raise funds which will be gift-aided to North West Cancer Research. The money you help to raise will fund life-saving research aimed at tackling cancer in our region.

Each year, around 45,000 cases of cancer are diagnosed in the north-west of England and north Wales, and at least 19,000 people will die from cancer. Cancer prevalence is around 25% higher than the average for England as a whole and cancers such as lung cancer pose a more significant threat than elsewhere. Within our region we have a wealth of health providers, but often people do not engage with them until the cancer is well developed. This makes it harder to treat and means that it is more damaging to the individual. We have recently revised and broadened our charitable objectives to enable us to include education and the provision of health information within our scope.

This year the Charity will make around £1.5m of new research funding commitments – funding work in the North-West which benefits the people of our region and with a focus on the cancer types most common here.

I hope that you will consider North West Cancer Research Trading Ltd to help us to fund vital research and I look forward to receiving your application.

Yours sincerely,

Catherine Jones
Chair, North West Cancer Research

About North West Cancer Research

NWCR is an independent charity, based in Liverpool and in operation since 1948. We are dedicated to putting our region's cancer needs first, funding pioneering research to tackle the cause, improve the care and find the cure for cancer.

We focus on the types of cancer that affect people living across North West England and North Wales the most. Since 2000, we have funded £45,000,000 of world-class research and supported hundreds of local clinicians, doctors and students in the fields of basic, translational and clinical research.

Our roots go back to the Liverpool Radium Institute which existed as a voluntary-funded hospital. When it became part of the NHS in 1948 the Friends Group was established to support its work and fund research. This developed over time to become the North West Cancer Research Fund, and from 2012, North West Cancer Research (Incorporating Clatterbridge Cancer Research).

Throughout that time much of our strength, support and funding has come from local groups of volunteers who have raised money for us. We are now building upon their work to develop links to the wider community. Having a chain of charity shops in place will be a key part of our links into the community around the region.

The Charity is overseen by a Board of Trustees which is accountable for all of its decisions and actions. It has a small staff team of 13-people including a CEO and a management team including a Head of Finance and Administration and a Head of Marketing and Fundraising. The Charity operates from offices in Liverpool but works across the region.

Our purpose

In 2021 we obtained the permission of the Charity Commission and our members in order to broaden our charitable objects – adding a second area of work to our well-established research. The objects are now:

- 1. to promote and carry out research into cancer, its diagnosis and its treatment and to disseminate the results of such research to the public; and*
- 2. to educate the public in respect of all matters relating to cancer and its diagnosis, treatments and effects and impact upon a person, so that the public may better understand cancer, its impact, its causes and how best to avoid such illness or conditions, including advice about lifestyle and other contributory factors.*

Our strategy

The Charity works through three clear and distinct strands:

- Understanding our region
- Undertaking research
- Education and awareness

Our work to identify cancer inequalities in the region has produced some statistics which are both interesting and alarming at the same time. Amongst audiences these generate many questions around why the differences exist and why some cancer types are so much more common here. Answering these questions will provide information about the genetic, lifestyle and environmental factors which increase our cancer risks and we know that these answers have national and international significance – helping researchers and clinicians to unlock the secrets of cancer.

Our funded researchers operate at an excellent standard and we are proud that many of them have gone on to win large-scale funding from other charities as well as industry and government bodies. We encourage them to collaborate with others in the region and beyond and ensure that all of our work is publicly available to advance the fight against cancer.

North West Cancer Research considers how its funding will be allocated against research priorities on an annual basis and also publishes an Annual Research Strategy to put these into effect. We are now following this up with regular impact reports in order to understand how our funding is making a difference to the people of our region.

Our staff

The Charity's staff team is led by the Chief Executive Officer. They are supported by a senior team as follows:

- Head of Finance and Administration
- Head of Fundraising and Marketing

The small staff team of 13 covers fundraising, research management, marketing and administration functions. We will develop a separate staffing structure for the trading subsidiary – including charity shop staff, managers and a regional management structure as the number of shops and our profits grow.

Our area

North West Cancer Research works across the North West of England and North Wales. Throughout much of the area we have local branches or groups who raise funds for us. These range from south Cumbria to Cheshire and the Wirral peninsula and across north Wales to Machynlleth and Tywyn.

North West Cancer Research Trading Ltd

We are now seeking to establish a trading company which will initially develop and run charity shops for us. Later it might also consider other income generating ideas to raise funds for the Charity. The Company legal structure is in place and is wholly owned by North West Cancer Research.

The Company will have a Board of Directors made up of two groups of people working together for the good of the company and ultimately the Charity. Around half of the Board will be Trustees of North West Cancer Research and they will ensure that the interests of the Charity remain paramount. They will be joined by people like yourself who have experience and knowledge in owning and operating shops along with other profit-making ventures.

The role

As a member of the Board of Directors of North West Cancer Research Trading Ltd, you will provide strategic leadership and oversight for the organisation as it seeks to grow and raise funds for the Charity. You will not be expected to work in the charity shops unless you really want to – but what we are looking for is your knowledge and experience.

This is an unpaid role and is expected to be a time commitment of around 1-day per month.

About you

You will possess:

- A willingness to commit to North West Cancer Research Trading Ltd, and to devote the necessary time and effort.
- Knowledge of operating in a commercial, profit-making environment which will probably include shops and/or working in other retail environments.

- Ideas around how the shops should operate including the products they will sell to the public.
- Sound, independent judgment and a willingness to speak your mind.
- An ability to think creatively.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of a company director.
- An ability to work effectively as a member of the team.
- A commitment to Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

You will be:

- Able to provide direction and vision to NWCR Trading Ltd and its staff.
- Resident in, from or closely connected to our region.
- Able to provide strategic oversight, support and challenge to our Executive Team.
- Over the age of 18.
- Eligible to serve as a Director and not disqualified from acting as such.

Process and key dates

Individuals who are interested in applying for the role of Trustee should submit their CV and a brief covering letter explaining why they are interested in the role to:

Alastair Richards
Chief Executive Officer
North West Cancer Research
200 London Road
Liverpool L3 9TA

Or by email to alastair@nwcr.org The application process is expected to run as follows:

Advertisement placed	7 June 2022
Closing dates for applications	8 July 2022
Informal meetings available with the CEO	Yes – contact for details
Provisional interview date	July 2022
First meeting for new Board members	September 2022