

Mikeyslines – Trustee Position

At Mikeyslines, we are currently looking for a new Trustee who will also assume the role of Treasurer for the charity.



The Charity

Mikeyslines is a charity based in the Highlands, established in 2015 to provide support to those who are experiencing emotional distress, suicidal thoughts or generally struggling with their mental health. We run two services – our text-based support, which includes SMS, Facebook Messenger, Webchat and Twitter. We also run the Hive, our crisis centre, with appointments and drop in available in Inverness City Centre. In the coming 12 months, we will be expanding our services to deliver improved direct support to those who are school age and looking at expanding our drop in service to other locations.

People struggle on a daily basis with a multitude of emotional and mental health difficulties, yet only a fraction of people feel able to talk about it. We are here to help change that.

The Role

We currently have an opening for a trustee to join our board and are specifically looking for someone to fulfil the role of Treasurer. As a charity trustee, you will take joint responsibility for the charity's governance and strategy, and for making sure that the charity is administered effectively. The trustees must also account for the charity's activities and outcomes.

This is a voluntary role, however, reasonable expenses will be paid upon presentation of receipts and with prior arrangement.

Skills and Experience

We are looking for people with some or all of the following general skills/aptitude:

- The ability to analyse information and prepare well for Board meetings
- Vision, enthusiasm, and excellent communication and interpersonal skills
- The ability to influence Board decisions and challenge and support the staff and volunteers within the organisation
- A commitment to Mikeyslines and supporting our charitable objectives
- Experience of preparing funding and grant bids

In addition to these general skills, we are specifically looking for someone with an accounting background who will be able to:

- keep proper accounting records, including preparation and monitoring of our annual budget and management accounts
- prepare a statement of account, including a report on its activities, at the end of each financial year
- work with our auditors to have the statement of account independently examined or audited

Time Commitment

We currently have board meetings every 2 months and we ask that you attend at least four board meetings per year. There will be further associated tasks out with the meetings, particularly in the role of Treasurer, which may vary throughout the year.

Meetings are usually held at The Hive, 19 Academy Street, Inverness, IV1 1JN, although with current Covid restrictions, they are being held online.

We would expect that you commit to this role for at least 3 years.

How do I apply?

If you are interested in discussing the role further, please contact our Chair, Donna Smith, on donnasmith@mikeysline.co.uk

Should you wish to apply for the role, please submit your cv and a covering letter outlining how you meet the skills and experience requirements to Donna by **5pm on Friday 8th January**.