

WE ARE LOOKING FOR 2 NEW TRUSTEES

About Medical Detection Dogs

Medical Detection Dogs trains dogs to save lives.

We train specialist dogs to detect the odour of human disease, providing life-saving alert assistance dogs to people with complex health problems across the UK and collaborating with NHS Trusts and other researchers and Universities both in the UK and internationally to advance the early diagnosis of disease.

Our Medical Alert Assistance Dogs support people with complex health conditions when they are in danger of having a potentially life-threatening medical event, so they can take the necessary action and prevent hospital admission. Our dogs can be trained to detect and alert to a number of different medical conditions including diabetes, severe allergies, PoTS, Addison's disease and other chronic medical conditions with crisis-type episodes well before their human partner is aware that an episode is about to occur. These special dogs give people back independence, enabling them to work or study free from the fear of a medical crisis for which they have no warning, greatly improving their quality of life and that of their wider family.

Our research spans cancer, neurological and infectious diseases as well as diabetes and alerting behaviour and we are recognised as international leaders in our field. Our focus has always been on establishing a strong evidence base, and that remains the overriding principle behind everything we do.

We have published several peer reviewed articles, in the BMJ (2004), Cancer Biomarkers (2011), Plos One (2013 and 2019), Chemical Senses (2014), the Journal of Biosocial Science (2019) and Frontiers in Veterinary Science (twice in 2019). Our work continues to develop and there are a number of articles about the most recent developments in our work at various stages of preparation.

Since it was founded in 2008, Medical Detection Dogs has continued to grow, expanding both its research programme and the number of assistance dogs it has trained and placed. We were delighted that in 2014 HRH The Duchess of Cornwall agreed to become our Patron and are hugely grateful for the continued support she has shown us since then, including opening our new Training Centre, which has given us much needed extra space, in February 2019. We are now in the process of refurbishing our original building to expand our bio detection research space, which we hope will be concluded by the end of 2019.

This new space creates the possibility of more growth and we are keen to see that come to fruition so that we can help more people by training medical alert assistance dogs for an

increasing range of complex health needs, and also so that we can turn our research into the reality of early diagnostics which will help millions of people worldwide.

In our last financial year, which has just ended, we raised more than £2 million for the first time and have set an ambitious target of £2.4 million for the current financial year.

We do not underestimate the challenges, which is why we would like to further strengthen our board by appointing at least 2 new trustees who have the skills and experience to support and advance our work.

The New Trustees

Research

We are looking for a senior figure who has a background in research, ideally bio-medical research, with excellent international links who can provide guidance to the Charity regarding the strategic direction of our research.

We think that the creation of a new research committee, comprising trustees and external advisers would be beneficial. It is expected that the new trustee would chair that committee.

Fundraising

We are looking for someone with considerable operational fundraising experience at a senior level in a national charity who can help us develop and implement a strategy to raise the funds needed to achieve our ambitious goals for the charity's growth and development.

The new trustee should also have an excellent network which they can use to benefit the Charity.

Trustee Person Specification

We are looking to appoint people who have the following skills, attributes and experience:

Research

- A well-established network of links with the academic community, preferably including links to a medical school (ideally as part of an institution also with a veterinary school), the NHS, and the healthcare and other relevant industry sectors;
- A deep understanding of the global nature of research collaboration and international relations, and the ability to strengthen existing and build new partnerships;
- Experience of developing research strategy;
- A track record of leadership within your particular field, and of achieving significant impact;
- A demonstrable commitment to innovation and entrepreneurship with a focus on outcomes.

Fundraising

- Extensive fundraising experience gained by working at a senior level in a national charity, ideally one which grew during your time there;

- Experience of developing fundraising strategies for charities with income requirements in excess of £2.5 million that have delivered their objectives, ideally gained within a healthcare charity;
- An excellent understanding of developments and new trends in charity fundraising;
- A strong network within the fundraising community and experience of leveraging those networks.

For both roles you should also:

- Have the ability to manage risks with a considered, proportionate and balanced approach;
- Be able to make quick and sound decisions based on an analysis of information presented to you.
- Be committed to the aims of the Charity and have sufficient time and willingness to contribute effectively to board proceedings
- Be able to work effectively as a member of a team
- Be willing to speak up and can remain independent of any influence from another organisation or individual
- Have a reasonable level of understanding of legal, financial, audit and other regulatory requirements of a charity
- Be committed to the Nolan principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

The role of a trustee

Being a trustee of Medical Detection Dogs will require you to:

- Work with fellow trustees to shape, drive and monitor MDD's strategy
- Prepare for and participate fully in board meetings
- Act reasonably in decision making and leadership of the organisation
- Ensure the proper management and administration of the Charity
- Use your specific skills, knowledge and experience to help the board of trustees reach quick and sound decision by leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in your special expertise
- Promote the work of the Charity externally
- Support the chief executive and senior leadership team
- Ensure that the Charity's values are upheld in the delivery of its objectives.

The statutory duties of a trustee:

Trustees are responsible for the work that MDD does and how it does it. Trustees have a number of statutory duties, which are:

- To ensure that the Charity complies with its governing document, charity law, company law and any other relevant legislation or regulations
- To ensure that the Charity pursues its objects as defined in its governing document

- To ensure the Charity uses its resources exclusively in pursuance of its objects for the benefit of the public
- To contribute actively to the board of trustees' role by giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- To safeguard the good name and values of the Charity
- To ensure the effective and efficient administration of the Charity including having appropriate policies and procedures in place
- To ensure the financial stability of the Charity
- To protect and manage the assets of the charity and to ensure the proper investment of the Charity's funds
- To follow proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive.

Board structure

Medical Detection Dogs is governed by a board of, at present, 5 trustees which we are seeking to increase to a total of 7 or 8. Trustees are appointed by the board for a three-year term and can be reappointed.

The intention is to create sub-committees whose membership would include trustees and external members with the required skills and experiences to help each committee achieve its aims and fulfil its terms of reference.

Commitment

Board meetings are usually held four times a year and the proposed board sub-committees will meet as required (in person or remotely). Meetings usually take place in Great Horwood, Buckinghamshire, or London.

Outside of board and committee meetings, staff may seek to consult with trustees on particular subjects and there will be opportunities to attend meetings and events related to the Charity's activities.

The role is unpaid, however reasonable expenses are paid in line with the Charity's expenses policy.

How to apply

Please send a CV together with a covering letter of no more than 2 sides setting out how you meet the specific requirements of the role you are interested in, by no later than Friday 28 June to andrew.whitbycollins@medicaldetectiondogs.org.uk

Please use the subject "Trustee Recruitment" followed by either "Research" or "Fundraising" depending on which position you are applying for.

If you would like to have an informal discussion about either role, please contact Andrew Whitby-Collins in the first instance on the above email address.