



Trustee Recruitment pack





Chair's introduction

Thank you for considering joining our Board of Trustees at St Luke's. We are a group of volunteers, from professional backgrounds who feel passionately that providing good palliative care is fundamental to our society. We all either live in, or have strong connections to Sheffield and/ or the hospice sector, and want to ensure the people of our city have high-quality and accessible end of life care. St Luke's is a charity that is well-known in the city but often only touches people's lives when they, or a loved one, need to use us.

The hospice climate is an interesting place to operate in with the NHS reforms, the emphasis on better end of life palliative care and the economy all being factors. Whilst our services are delivered without charge to our patients, the cost for providing our care and support is rising all the time. With hospice funding now being a regular topic of discussion in the national media, there's never been a more crucial and exciting time for our new trustee roles. We are looking for two individuals: one with a strong financial background and one with an income generation and/or retail background.

Thank you for your interest, we look forward to hearing from you. If you would like an informal chat with me please do contact Alison (details later in the pack) and she can arrange this.

Adrian Belton, Chair of Board of Trustees

About St Luke's

St Luke's is a hospice in Sheffield for the people of Sheffield. We opened in 1971 as the passion project of Professor Eric Wilkes, making us the first modern hospice outside of London and securing his place as a driving force behind the national hospice movement. Today, we provide palliative and end of life care to nearly 1,800 people across Sheffield each year, whilst also supporting their families and carers too. We have over 300 members of staff and over 800 volunteers who all provide compassionate and respectful care for those needing palliative care.

We're here for people aged 18 and over from across the Sheffield region, at all stages of life from the point of diagnosis with a terminal illness, be that end stage neurological, heart, kidney or lung conditions, cancer, HIV, and dementia. We also partner with, and educate/develop other organisations, both within Sheffield and beyond, to share our support and knowledge with others, for better end of life care for all.

We provide care to patients without charge, when they need it most. Just 23% of our running costs are covered by government funding, yet we provide palliative care for 26% of all Sheffield people who die in the city. This year St Luke's has to raise over £11million to cover our running costs. Most of the money we need to raise will come from the community of people fundraising for us and supporting our charity shops.





Our care and support can begin from the point of diagnosis with a terminal illness.

Whether supporting patients in their own homes where they often feel most comfortable, providing 24-hour palliative care on our In Patient Centre, or supporting someone with tailored therapies; we care for people, not just a condition. We provide holistic, individualised care and support to each person and their families or carers.

We champion Social Prescribing at St Luke's. This is where we connect people to activities, groups, and services in their community to meet the practical, social and emotional needs that affect their health and wellbeing - in addition to the clinical and medical support and care we also offer.

Patient & Family Support Service (PAFS)

Our Patient & Family Support Service offers social prescribing, practical, wellbeing, and spiritual support for patients and their families or carers from the point of diagnosis and beyond, including bereavement support. Social prescribing activities for patients, families and carers provide an essential part of our service that focuses on the non-medical interventions that add quality and purpose to those accessing our care.

Specialist Palliative Care Community team

88% of our patients are supported in their own home or care home by our Community team, who operate seven days a week, 365 days a year. Our team works with District Nurses, GPs, Allied Health Professionals (AHPs) and community-based organisations to deliver wrap around care to support patients throughout their illness, improve their quality of life, provide relief from symptoms, and support to help avoid hospital admissions.

Specialist Palliative Care In Patient Centre

Our In Patient Centre (IPC) provides round the clock holistic care, from a multidisciplinary team of experienced specialist doctors, nurses, and AHPs to manage patient symptoms and reduce pain. Our IPC accommodates 19 patients in 13 single rooms and two three-bedded rooms. We also have our Family Suite; a dedicated space which provides a comfortable and supportive environment to help patients and their loved ones at a most difficult time.

St Luke's Strategy 2025-2029

Our Strategy 2025-2029 sets out our direction and ambitions, to build on the strength of our charity and the foundations laid down by generations of Sheffielders. St Luke's is an independent charity, and we have our own aspirations and objectives. Our philosophy is to always think about the patient first in all that we do. We have a vision of a world we'd like to see, a sense of purpose for our work in Sheffield, and core values to guide us into the future.

Our vision

A world where patients and families facing terminal illness don't feel alone, and receive the care and support they need to make the most of precious time, and experience a good death.

Our purpose

Our purpose is to give patients and their families the high-quality care they need, treating each person as a unique individual. We promise to listen to their wishes and choices, tailoring our care and support so they can make the most of every day. We work with others to champion improvements in end of life care, in Sheffield and beyond.



Click here to watch a short animation of our new strategy:



Our values



Caring

With patients, relatives, volunteers, supporters, partners, and staff.



Pioneering

Looking for new ways to help us move closer to our vision.



Respectful

Being considerate to others, always, helping us to stay inclusive and offer dignity to our patients.

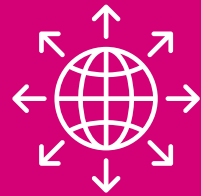
Our strategic themes



Improving our care



Sustaining growth



Reaching further



Valuing our people



Championing our cause

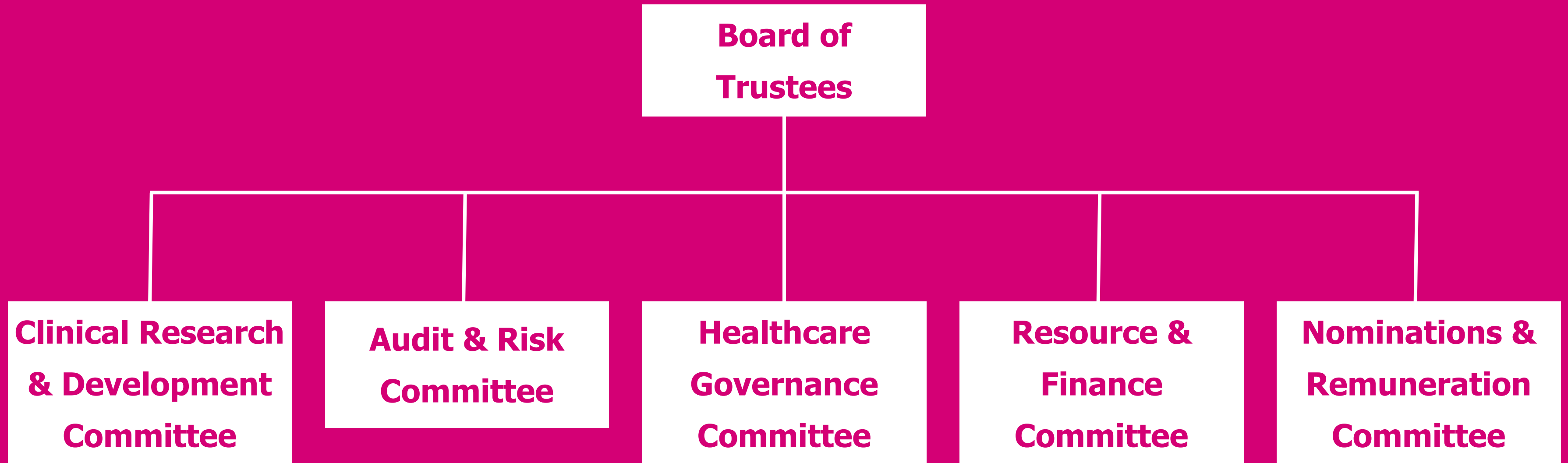


Embracing new thinking



Our governance

We are governed by our Board of Trustees who meet once a quarter - plus two away days - to ensure our strategy is being delivered and that we are being well governed. We have five committees, with various trustees sitting on them, who meet before each Board meeting, also once a quarter.



Executive Team

-the Executive team are employees of the charity with the task of ensuring St Luke’s delivers safe, high quality services with the right resources to do so



Jo Lenton
Chief Executive and
Chief Nurse



Dr Sam Kyeremateng
Medical Director and Lead
for Clinical Programme
Development



Tony Saunders
Director of Finance
and Chief Operating
Officer



Katie Weller
Director of People
and Wellbeing



Emma Baldwin
Executive Lead for
Care



Stephen King
Executive Lead for
Strategic and Competitive
Performance

Board of Trustees

-our Trustees are volunteers from different backgrounds who, as a Board, oversee the charity to ensure that it meets its objectives for the people of Sheffield



Adrian Belton
Chair of the Board of
Trustees



Dr Lucy Cormack



Mark Durling



**Louise Edwards-
Holland**



**Louisa Harrison-
Walker OBE**



Nicky James



Dr Suvira Madan



Martin McKervey



Steven Ned



Angus Ridge



Amy Stanbridge



Professor Jon Wadsley

Committee Chairs

-our Committees meet to support the Board in delivering St Luke’s strategic objectives and ensuring the charity is run safely and effectively



Dr Lucy Cormack
Chair of the the
Healthcare Governance
Committee



Steven Ned
Chair of Nominations
and Remuneration
Committee



Angus Ridge
Chair of the Resource
and Finance Committee



Amy Stanbridge
Chair of the Audit
and Risk Committee



**Professor Jon
Wadsley**
Chair of the Research
Committee



What we are looking for

Our Board is made up of a broad mixture of skills and experience to ensure that it can govern us effectively. The key skills we are looking for in our two new trustees are:

- Someone with a strong financial background, qualified to Chartered Accountant level and with some current or very recent (in the last two years) experience in running an organisation. It would be desirable to have someone with experience in accounts within a charity, but this is not essential
- Someone with experience in income generation and/or commercial retail (charity ideally, but not essential) including eCommerce (we are in the process of transforming our physical and online retail presence)

What is required

A trustee is someone appointed by the Board to help make sure we are doing what we were set up to do and that we are following all the rules and regulations that apply to us as a charity. You will be supporting the delivery of our strategy, offering specialist or general guidance and support to the Executive team in how services are delivered and challenging when needed. You will also have lots of opportunity to come and see how we work and to attend events, where your schedule allows.

All our trustees are volunteers. We are always mindful of this and try not to overburden them. As a trustee you will be expected to sit on a committee (which one will depend on your skill set) which will meet quarterly and attend each Board meeting which lasts two hours. There are four Board meetings a year plus two away days – one full day and one half-day. Each term of office is four years with the opportunity to stay for a maximum of ten years.

A summary of what is required is below:

- Attend quarterly Board of Trustees meetings and away days
- Attend quarterly committee meetings
- Play an active role in making sure St Luke's strategy and ambitions are being delivered
- Ensure we follow our governing document, charity law, company law and meet all our regulators' requirements
- Protect and uphold the good name and values of St Luke's
- Ensure the hospice is financially stable and manages risks effectively
- Always act in the best interests of St Luke's

What you will get in return

Becoming a St Luke's trustee brings:

- A feeling of making a difference to end of life palliative care in Sheffield
- A chance to share your skills and experience
- Learning from others – both trustee peers and the staff and volunteers who work for us
- A comprehensive induction process
- The opportunity to talk to a 'trustee buddy' during the recruitment process, who can share their experience with you

Martin & Jon, two of our current trustees share their experience as a St Luke's trustee below:



"I was truly privileged to become a trustee with St Luke's. It is special to be able to contribute to and be part of a team providing compassionate care to people whose illnesses are no longer curable, doing so in a way that promotes dignity in dying. The opportunity to give something back to a city that has been very good to me since I came here as a student 40+ years ago and, to do so through St Luke's, is something very special."

-Martin McKervey



"As a clinical oncologist I bring clinical experience and in particular research expertise, but equally importantly as a friend of others who have benefited from services to provide a perspective on service users' needs."

-Jon Wadsley



How to find out more

To have an informal chat or to arrange a chat with a 'trustee buddy' please contact Alison Siggs, Corporate Governance Manager, via a.siggs@hospicesheffield.co.uk

To apply, please send a recent CV and a covering letter, detailing why being a St Luke's trustee is appealing to you, to Alison Siggs, Corporate Governance Manager, via a.siggs@hospicesheffield.co.uk. The closing date for applications is Wednesday 6 August 2025. The interviews will be held on Tuesday 16 September 2025.



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www.stlukeshospice.org.uk

Registered Charity No. 254402

