



Board Member

Information Pack

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Welcome from the Interim Chair

Dear Candidate

On behalf of the Action Mental Health (AMH) Team, I am delighted that you have expressed an interest in joining as a Board Member of AMH.

AMH is a local charity which works to enhance the quality of life and the employability of people in Northern Ireland with mental health needs or a learning disability. It's a voluntary organisation which supports people's mental health and well-being through vocational training, supported employment options, personal development, counselling, health and well-being programmes and resilience building.

Integral to the organisation is its nine New Horizons services where clients benefit from a variety of personal development, vocational skills and employability training options including accredited qualifications and work placements. Services provided also include a full range of therapeutic counselling for children, young people, adults, families including services for the deaf community. The Charity also offers services for young and old alike, designed to promote mental well-being for those in work and currently unemployed; those affected by chronic

pain or debilitating long-term illnesses; people living with eating disorders and for people with learning disabilities.

We wish to strengthen our Board in the years ahead, while ensuring robust succession planning is in place. We are particularly interested in candidates from Finance, Technology and Digital Transformation, Health or Governance and Risk Management backgrounds.

If successful you will be joining a highly skilled and passionate Board, supported by the Senior Executive Team.

I invite you to take some time to read the information pack intended to enable you to understand what we do and who we are looking for. If you believe you have the credentials, commitment and experience to become a Member of the AMH Board please submit your interest via our board appointment partners, Engage in the first instance.

We look forward to hearing from you.

Yours faithfully

Billy McKeown
Interim Chair



Who we are

Action Mental Health changes the lives of those living with mental ill health and promotes resilience and well-being to future generations.

AMH actively promotes the mental health and well-being of people in Northern Ireland. It grew from humble beginnings in Downpatrick in 1963 when it was known as the Industrial Therapy Organisation. Back then it was tucked away out of sight, in tune with the stigmas of the day. Today however, AMH has emerged as the standard bearer within



Northern Ireland's Third Sector – helping to smash the stigma of mental illness for all sections of the community.

AMH offers services across fourteen locations and helps over 1,700 people each year. Our aim is to enhance development and create opportunities through training and skills enhancement that will improve prospects of accessing employment or engaging in other forms of meaningful activity in the community.

AMH has grown to deliver services and projects across the country for all members of our communities. Our health promotion work takes place in schools, cross-border counties and with local employers. Our employment services assist people to remain in work as well as providing skills and sourcing opportunities for those who want to re-enter the workforce. We have specific projects for young people, older people, people living with alcohol abuse, employees, employers, people managing long-term conditions, partnership work with other mental health and disability charities.



What we do

AMH has grown to deliver services and projects across the country for all members of our communities.

AMH New Horizons

We support the recovery of adults experiencing mental ill health who are interested in progressing towards further education/training or employment.



MENHIR - Mental health monitoring through interactive conversations

The MENHIR project aims to research and develop conversational technologies to promote mental health and assist people with mental ill health (mild depression and anxiety) manage their conditions.



Our Generation

The OUR Generation project is a Peace IV funded project that provides a unique opportunity for communities, north and south of the Border, to work together to halt the intergenerational impact of trauma and to build emotional resilience and peace for generations to come.



SkillSET - Support, Employment, Training

Delivering services through a partnership of seven regional and national disability organisations led by AMH, all with vast experience of supporting economically inactive people towards securing sustainable employment. This project will provide specialist, targeted support to those with disabilities / health conditions who face multiple barriers in accessing employment and are furthest from the labour market.

AMH MensSana

AMH MensSana supports all ages in the area of mental health and emotional wellbeing through a range of activities tailored to suit group needs. AMH MensSana operates across the whole of Northern Ireland.



AMH New Life Counselling

AMH New Life Counselling is a BACP Accredited Counselling Service.

AMH New Life Counselling is committed to supporting the emotional health and wellbeing needs of its clients through the provision of counselling, providing friendly and professional counselling services for children, young people, adults and families.

AMH Works

AMH Works provides workplace mental and emotional well-being consultancy supported by a range of specialised employee programmes, proven to improve workplace well-being across organisations.

AMH EveryBODY

Promoting greater understanding and awareness of eating disorders. We have adopted a recovery approach to provide help and support to people with eating disorders and to their friends and family. We also advocate and lobby on their behalf, for specialist services.

AMH Promote

AMH Promote provides opportunities for adults with a learning disability to be socially active and develop new skills in a supportive and engaging environment.



SES

AMH co-leads seven partners within the SES – Supported Employment Solutions consortium. SES is contracted to deliver the Department for Communities Workable (NI) Programme across Northern Ireland and has brought together disability organisations to provide specialist employment supports to people with a range of disabilities and health conditions.

Men's Shed

There are 3 sheds for men aged 50+ to share skills, socialise and connect with their wider community.



through a range of programmes provided both face to face and online.

Our Impact

Find out more about the impact we make by clicking through to our most recent 3 years' impact reports.

Employment Options

Sourcing and supporting employment opportunities, training and/or voluntary placements and further training for people engaging in AMH Services.

Individual Placement Support

The most well-established method of 'place then train' in mental health is Individual Placement Support (IPS).

Providing a personalised service with support around the job application process.

[AMH Impact Report: 2021-2022](#)

[AMH Impact Report: 2020-2021](#)

[AMH Impact Report: 2019-2020](#)

Managing The Challenge

An innovative self-management programme that empowers participants to successfully manage all aspects of living with a long-term health condition and pain.

Resources for Children and Young People

Through The Northern Area Mental Health Initiative (The Initiative) project we have been able to compile useful advice and information to support young people aged 8-25 and those who care for them across Northern Ireland.

Mindful Carers Project

The AMH Mindful Carers Project supports carers, young carers and carers of those with complex needs across NI



Our strategy

Vision statement

“A society which actively values and supports people on their journey to positive mental health.”

Mission statement

“To make a positive difference to people’s mental health and wellbeing.”

Culture statement

AMH is founded on trust, openness, commitment, and accountability. Our clients and staff are at the heart of everything we do. We strive constantly to improve our services and performance to achieve excellent results without losing the balance between our professional and personal lives.

Our Values



Passion We are passionate about, and dedicated to, our clients and we are totally committed to realising the mission, vision and values of the organisation.

.....



Empowerment Our models of practice will be evidence based, and aimed at empowering our client, enabling them to make decisions about their lives, and their recovery.

.....



Excellence We will strive to deliver excellent service standards, consistently wherever and whenever we engage. Our clients can expect modern and innovative service delivery.

.....



Respect Dignity and respect are at the core of everything we do - for our clients, colleagues and wider community.

We will act in a trustworthy manner in all we do.

AMH Strategy 2023-2025 Summary

Draft PfG NI Outcomes

	We have an equal and inclusive society where everyone is valued and treated with respect	We all enjoy long, healthy, active lives	Everyone can reach their potential	We have a caring society that supports people through their lives	Our children & young people have the best start in life
PfG NI Indicators	Economic Inactivity rate improving	% population with improving GHQ12 scores	Economic inactivity rate improving	% population with improving GHQ12 scores	% school leavers achieving at Level 2 or above
AMH Expected Outcomes	AMH clients secure and retain employment	All clients and staff are better able to look after themselves	AMH clients secure and retain employment	People's mental health is supported and improved	Children's emotional resilience improved
Existing AMH Services	New Horizons SkillSET Vision Project Workable NI	AMH Works Managing the Challenge MensSana Men's Sheds New Horizons New Life Counselling Promote Our Generation	New Horizons SkillSET Vision Project Workable NI	everyBODY Managing the Challenge MensSana Men's Sheds New Horizons New Life Counselling Yew Project Promote	MensSana New Life Counselling

Mission - We will make a positive difference to people's mental health and wellbeing

Goals	Deliver & Develop Services	Build Resilience & Raise Awareness	Innovate and Digitally Transform	Develop People and Resources
What this means	Support people's recovery and their psychological wellbeing	Educate communities and influence decisions	Achieve excellence and innovative	Invest in staff and make best use of resources
Objectives	Support recovery Influence policy Expand services	Build resilience Raise awareness Strive for excellence	Introduce innovative models Embed digital transformation 24/7 services, greater access	Deliver financial sustainability Achieve operational efficiencies Develop staff / volunteers
Key actions	Expand counselling regionally Ensure quality service delivery	Build resilience, especially YP Secure sectoral resources	Develop digital delivery Roll out digital support/processes	Support and upskill staff Grow unrestricted income

Driven by our Values: Passion – Excellence – Empowerment - Respect



Meet the Board



Billy McKeown
Interim Chair

Billy lives in Jordanstown and is married with two children. He has over 35 years' experience in the brewing, hospitality and retail sectors. Previous main roles include Finance Director in Bass Ireland, then in Inbev Ireland and most recently Finance Director in John H Lunn (Jewellers) Ltd. Main outside interests are cycling, running and travel. He chairs the Nominations and Remuneration Committee and sits on the Innovation & Strategy Committee.



Damian McAuley
Vice Chair

Damian worked as a Civil Servant for many years in a range of areas including equality, energy, economic development and as Private Secretary to a number of Industry Ministers. From 2003 until his retirement in 2016, he was a Director at Invest NI where he was responsible for Strategic and Corporate Planning, EU Funding, FOI, Risk Management and promoting the development of Northern Ireland's key manufacturing companies. He was a member (and President) of St Brigid's Conference of the Society of St Vincent de Paul in South Belfast caring for those in need, including many asylum seekers and refugees. He joined AMH in 2014 as an Independent Member of the Audit & Risk Committee and remains on that Committee, is on the Therapeutic Services Committee and Chairs the Innovation & Strategy Committee.



Angela Craigan
Treasurer

Angela is a Partner in Harbinson Mulholland, Chartered Accountants and a Fellow Member of the Chartered Accountants of Ireland, member of main committee of Chartered Accountants Ulster Society and a member of the Institute of Directors. She joined AMH in 2014 as an Independent Member of the Audit & Risk Committee and now Chairs the Finance Committee and sits on the Therapeutic Services Committee.



Billy Kohner MBE

Chair of AMH from 2002 – 2014 and on the Board as a Director since 1975. He has a B.Sc (Econ) and was MD for 35 years of a company involved in manufacturing, wholesaling and retailing branded children's clothing. He serves on the Finance Committee and lives in the Comber area.



Courtenay Thompson

Courtenay previously served as Deputy Chairman and has been a long term and highly involved Director since 1973. He is a retired businessman with previous experience in the motor trade and commercial vehicles (past MD of Charles Hurst Ltd, Dir Pentlands, Thompson Reid). He was a past President of RUAS, past Treasurer of Royal Agricultural Soc of the Commonwealth, serves on Government Consumer Affairs Bodies, Chamber of Commerce, Past President of Belfast Rotary. Past Chair of NI Advisory Committee on Telecommunications (OFTEL). He is currently the Deputy Lieutenant of the County Borough of Belfast and lives in Castlereagh. He holds a degree in Business Administration and serves on the Finance Committee.



Eugene Fee

Appointed to the Board in 2006, Eugene was a registered Mental Health Nurse and was Director of Acute Hospital Services for 10 years with Sperrin Lakeland Trust. Previously Deputy Director Mental Health Services for the Western Board. Prior to his retirement he worked as a private health and management Consultant. He chairs the Audit and Risk Committee. He lives in Fivemiletown and is a part-time farmer.



Diarmuid McKeown

Solicitor and previously MD of UK based legal firm specialising in Personal Injury law. Diarmuid is a member of AMH Newry New Horizons Employers' Forum, and he is currently on the Innovation and Strategy Committee and Nominations and Remuneration Committee.



Stephen Robinson

Stephen was appointed to the board of AMH in March 2018, when he was also chairperson of New Life Counselling. He is a Lecturer in Psychology and Counselling at The Open University and is a qualified Counsellor and Psychotherapist with a small private practice. He is on the Therapeutic Services Committee at AMH.



Prof Gerard Lynch

Gerard is a Consultant Psychiatrist employed in the Northern HSC Trust. Appointed to Board in March 2018. He has worked in both community and in-patient Psychiatry and is currently a Consultant and Clinical Lead in the Trust's crisis resolution and home treatment team, which he helped set up in 2009. He is involved in a wide range of management and governance structures. Prof Lynch is a fellow of the Royal College of Psychiatrists and has been involved in mental health quality improvement projects in NI, England, and Scotland. Gerry chairs the Therapeutic Services Committee



Jonathan McAdams

Jonathan was a member of the New Life Counselling (NLC) Board for three years before joining the AMH board during the merger in 2020. He has been a Civil Servant for 14 years, working mainly in the policy and governance fields. He worked for the Department for the Economy's Coronavirus response team and has now moved to be Chief of Staff with the new NI Fiscal Council. Jonathan was an apprentice on the Boardroom Apprentice programme before joining the NLC board and sits on the Therapeutic Services Committee.



Roisin Kelly

Roisin joined the Board of AMH after taking part in the Boardroom Apprentice scheme with New Life Counselling, prior to the two organisations merging. She lives in Bangor and is married with two young children. Roisin studied Finance at Queens University and went on to work with KPMG, where she trained and qualified as a Chartered Accountant. She moved to the public sector and worked for the Department of Finance for over 10 years and now works as a Finance Specialist in the NI Fiscal Council. She is on the Finance and Therapeutic Services Committees. In her spare time Roisin loves to run and in 2019 she ran her first marathon in Belfast in aid of AMH.

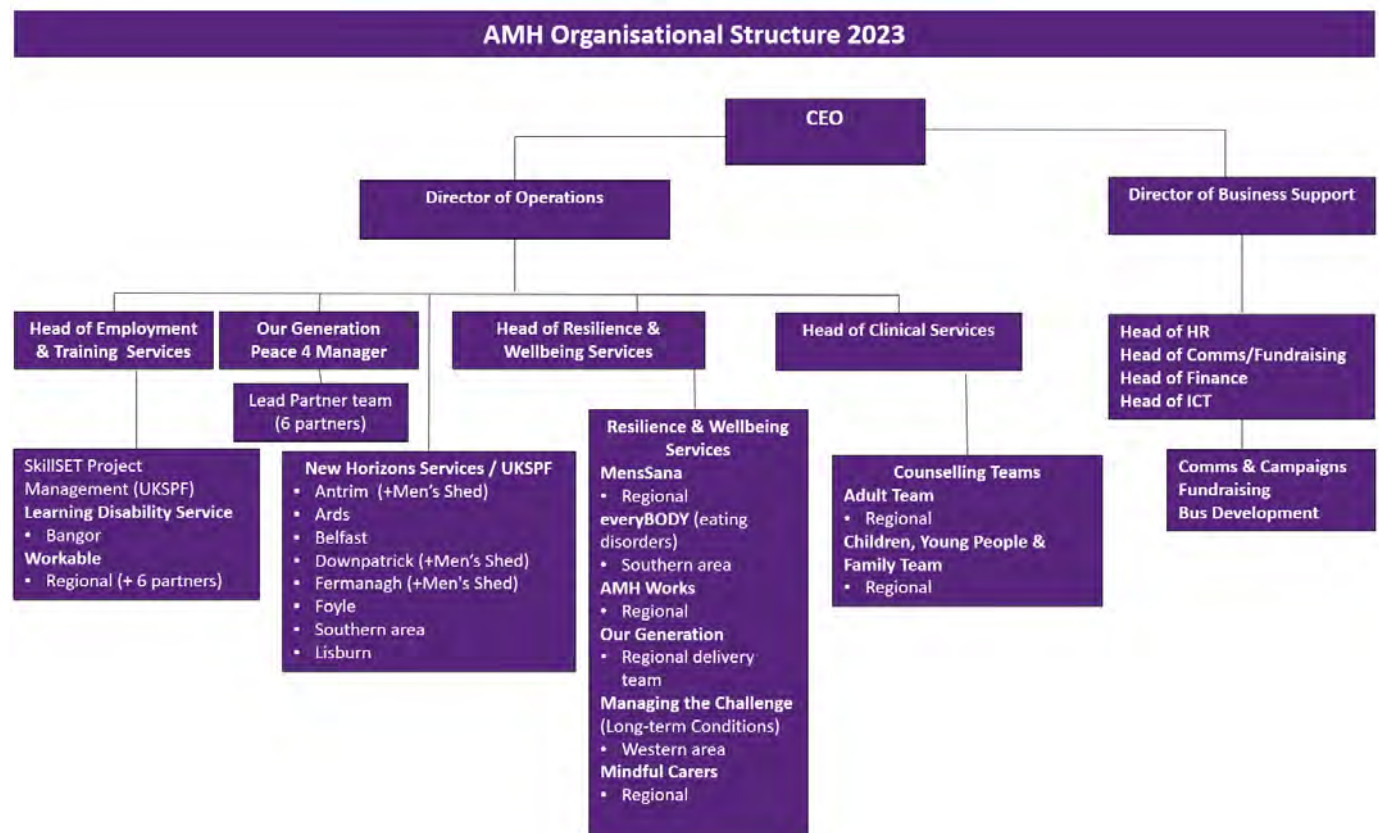
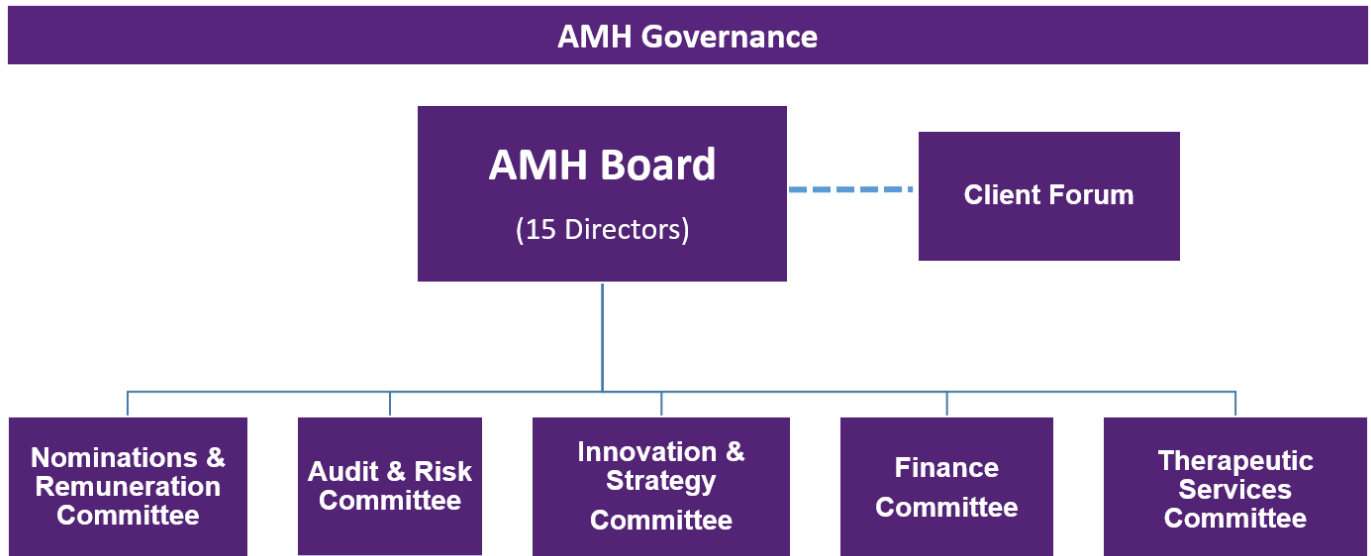


Susan Cooke

Susan was a member of the New Life Counselling Board and joined AMH during the merger in 2020. She has more than 35 years HR experience in Hospitality, Wholesaling and Retail and currently is employed by a large global American contract catering, cleaning and facilities management company as an HR Specialist for Northern Ireland.

Susan is a trained mediator and has also trained as a helpline volunteer providing support for parents and their families. Susan is divorced with two grown up daughters, is actively involved in her local community, loves the outdoors and in her spare time is a very keen racquet sports player. She is on the Nominations and Remuneration Committee and the Therapeutic Services Committee.

How we're organised



Time commitment

Full Board Meetings and Committees

The AMH Board meets six times a year and meetings can take a variety of formats either remote or in-person, usually two of the Board meetings are held face to face at one of AMH's facilities. However, every meeting is enabled to be run as a hybrid meeting to maximise attendance. Meetings are usually arranged for the last Wednesday of the month starting at 3pm and lasting about two hours. On occasions, meetings have been later, after the working day, to accommodate Directors' availability.



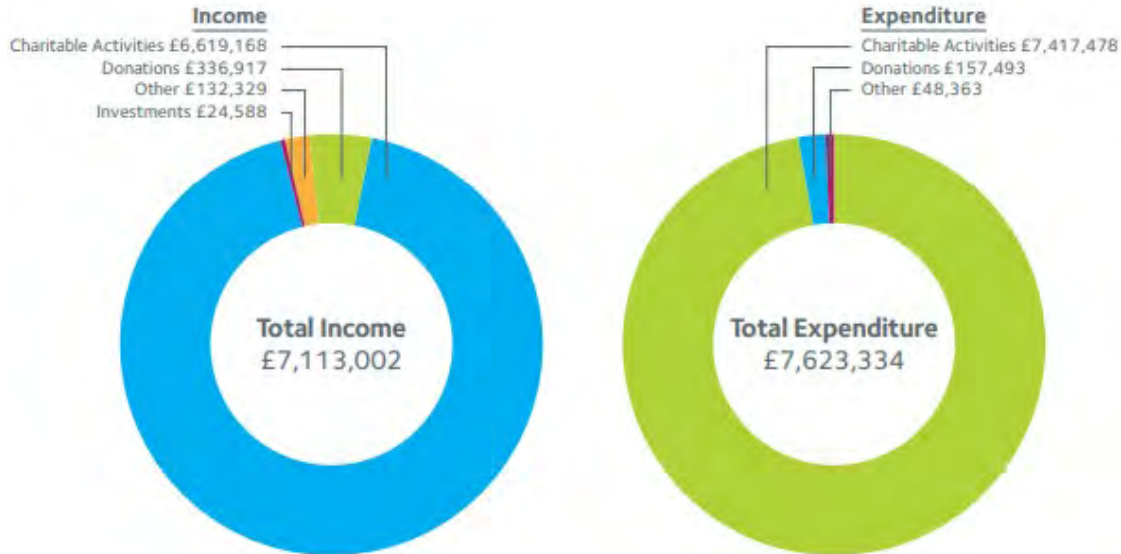
There are five sub committees that meet between four to six times a year, each of them meets at different times agreed by the committee members, some are on a working day morning, others over lunch and one in the evening. These meetings are usually held remotely and last about an hour.

AMH regularly hosts events including client awards ceremonies, fundraisers, lobbying and launch events. Directors are invited to these events and attend on occasions dependent on their availability. Some Directors make their own informal visits to AMH facilities, and they are requested to inform the CEO in advance when they do so.

Board Member Induction and Support

The Board Member will be offered a full induction programme and supporting material.

Finances



Further details on our financial accounting may be accessed by clicking on the links below to our annual reports.

[Annual Report March 2022](#)

[Annual Report March 2021](#)

[Annual Report March 2020](#)



Being a Board Member

AMH is led by the Board which provides strategic leadership in line with the Articles, aims and values. We believe that strong and effective leadership helps us deliver the strategy and sets the tone for AMH, including the vision, values and reputation. The Board and individual trustees take collective responsibility for decisions and we recognise, respect and welcome diverse, different and, at times, conflicting views. We also provide oversight and direction to the staff and create the conditions in which they are confident and enabled to deliver for our clients. All trustees give sufficient time to AMH to carry out their responsibilities effectively, this includes preparing for meetings and sitting on board committees as needed.

Board Member Specification

Those interested in serving on AMH's Board must be able to demonstrate that they:

1. Understand the diverse needs of AMH's beneficiaries and the aims, principles and values of the organisation.
2. Have relevant experience in the private, public, voluntary or community sectors either as an employee or on a volunteer basis including serving on a committee or board.
3. Have diplomatic skills, including the ability to be objective, to probe and question, and to act decisively when necessary.
4. Are visionary, creative and passionate about AMH's services, and prepared to invest energy in its success by learning and understanding its business and its stakeholders.
5. Are team players, able to listen and work with others, offering guidance and support, but ready to participate in effective, evidence-based decision-making by the Board.
6. Understand the responsibilities of Company Directors and Charity Trustees, the importance of good governance, and agree to work in accordance with any code(s) of practice agreed by the board.
7. Are able and willing to act impartially and apolitically.
8. Have strong analytical skills, can assimilate information, and grasp complex issues quickly, and then apply independent judgement.
9. Show some financial acumen to help lead the Charity in a changing financial climate.
10. Are good communicators, willing and able to promote the decisions of the Board and the interests of AMH and its clients.
11. Can commit to the time commitments as required by AMH.

Board Member Role Profile

The Board Member's purpose is to support the strategic leadership and the effective governance of Action Mental Health.

Key accountabilities

To contribute to the leadership and management of the strategic direction of AMH

To contribute to effective decision-making by the Board

Fulfil the legal requirements of being a Board Member

Understand and promote the goals of AMH

Key elements and tasks

- Uphold the aims, principles and values of AMH;
- Communicate, explain and support the decisions of the Board;
- Ensure that the Board Member's own skills are up to date;
- Participate in annual appraisals with the Chair;
- Avail of support learning and development opportunities for board members.
- Prepare and contribute to the Board and Committee Meetings;
- Prepare for and participate in trustee strategic/planning days;
- Participate in Board committees and working groups;
- Apply independent judgement to all issues under discussion at board meetings.
- Ensure that AMH:
 - Fulfils its charitable purposes;
 - Is financially viable;
 - Complies with all legal requirements;
 - Fulfils its responsibilities as an employer;
 - Understands the importance of good practice in human resources management and staff development;
 - Is committed to ensuring equality of opportunity in service provision and employment;
 - Has a process for appointing and monitoring the performance of any executive team members.
- Represent AMH at occasional meetings and events;
- Advise on generating income and controlling expenditure so that the annual surplus target is reached;
- Review AMH's corporate identity, and delivery of an associated communications plan;
- To liaise with existing and potential stakeholders in AMH's network where there may be mutual benefit;
- Add value to the community served by AMH in contributing the Board discussions.

What we are looking for

We are keen to expand our areas of expertise on the Board and would be delighted to welcome talent coming from the following areas:

Finance

Qualified Accountant or an individual with substantial financial and accountancy experience. Supporting the Board by ensuring finances are managed correctly, to scrutinise the organisation's finances with the rest of the board, and to share knowledge and provide advice regarding the organisation's financial management.

Technology and Digital Transformation

Experience in technology advancement and digitalisation to best utilise and improve our organisation's services. Providing support in future developments on adoption and implementation of digital technology in conjunction with Knowledge Transfer Partnerships.

Mental Health and Wellbeing

An individual coming from a Health background with knowledge of contracts and commission. Contributing to the legacy of our tailored services and developing future initiatives to which we can deliver for meeting the needs of local communities.

Governance and Risk Management

Experience with aligning business goals while managing risks and meeting regulations. Ensuring that the seven principles of the Charity Governance Code are adhered to.

- ✓ **Leadership**
- ✓ **Integrity**
- ✓ **Decision making**
- ✓ **Risk and control**
- ✓ **Board effectiveness**
- ✓ **Diversity**
- ✓ **Openness and accountability**

Eligibility

Candidates must disclose any information about their personal or professional life which in the Board's perception could bring AMH into disrepute, including removals from previous governance roles, current or previous membership of organisations which may conflict with the aims, principles and values of the organisation, or behaviour which might be seen to undermine public confidence and trust.

Candidates must also disclose if they have been convicted of a crime which debars them from acting as a company director, or they are an undischarged bankrupt or disqualified to act as a company director.

Candidates must disclose any information which could give rise to a perception of conflict of interest with their role as an organisational Board Member. This will not necessarily result in an inability to serve on the board.

The Application Process

For a confidential discussion about the position in the first instance, please contact Engage Director Patrick Minne, patrick@co3.org.uk 07792 509003.

1. Candidates are asked to provide a full CV attached to an email that briefly outlines why they're interested in the role by **noon Monday 18 September 2023** to Lesley Dugan lesley@co3.org.uk
2. Engage will submit your application to the Action Mental Health Board panel who will shortlist candidates.
3. Shortlisted candidates will be invited to meet the panel for a two-way discussion about their candidacy.
4. The full Board will vote to ratify the selection of the successful candidate.





Please address any enquiries relating to the advertised position to Action Mental Health's recruitment partners:

Patrick Minne
Engage Executive Talent



Tel: 07792 509003
Email: patrick@co3.org.uk

www.engageexec.co.uk

Enquiries unrelated to this recruitment can be addressed to:

Action Mental Health
Central Office
27 Jubilee Road
Newtownards
Co Down
BT23 4YH

Tel: 028 9182 8494

Web: www.amh.org.uk

Action Mental Health has been registered with the Charity Commission for N. Ireland NIC100753 and is also registered with the Fundraising Regulator.