



Become a One Awards Trustee



Introduction from David Balme, Chair

Thank you for your interest in becoming a Trustee of our long-established charity. The Board of Trustees is responsible for the mission and strategic direction of One Awards and works closely with the management team and staff to ensure the delivery of our charitable aims.

One Awards is a Quality Assurance and Accreditation organisation offering a range of accreditation services and Access to HE Diplomas, supporting learners, colleges, employers, training providers and voluntary organisations to make a real difference in people's lives.

Formed in 1994 as a membership organisation working with centres based in the Northeast of England, and since then we have expanded our geographical reach both nationally and internationally with members who share our commitment in supporting skills development and individuals to gain skills to support them in their personal learning or career aspirations.

Since 1996 we have been an Access Validating Agency, licensed by QAA (The Quality Assurance Agency for Higher Education) to accredit the QAA Access to HE Diploma. The Diploma is one of the main routes for adults wishing to apply for university in England, Wales and Northern Ireland.

We hope that our work inspires you and that you will consider applying for this unique and exciting opportunity to become a Trustee, helping to take One Awards forward in its next stage of development as an educational charity. Serving as a board member requires you to provide challenge, support and vision to the One Awards team and we can assure you it will be very rewarding.

In this document, you will find information about our work and our structure. You will also find specific details on our current requirements and information on how to apply for this exceptional opportunity.

David Balme, Chair



Mission, Vision, Purpose and Values



Our Mission: To provide a flexible range of accreditation to support learners to achieve their goals in life and work



Our Vision: To be the leading Access Validating Agency for Access to HE and innovative, bespoke accreditation services



Our Purpose: One Awards' purpose is to support learning and widen opportunity by recognising achievement through endorsed, credit-based accreditation and qualifications.

Values

Our Values

Five key words that describe the way we work

Honest

We are trustworthy and act with integrity.

Our approach is rigorous, fair and objective and we make judgements based on sound evidence and ethical

Open

We are transparent in our practices and procedures
Our way of working is inclusive

Supportive

We listen, are respectful and approachable in all we do

Our staff are supportive, and solution focused

Innovative

We offer services and products that meet diverse needs

Our focus is on meeting our customers' needs by offering flexible solutions

Responsive

We are quick to respond to requests for information and advice

Our way of working is collaborative and timely, focussed on creating solutions and a quick response





About us

Since 1994 we have offered exceptional Quality Assurance and Accreditation services. We are a not-for-profit charitable company and invest our resources into continuously developing our products and are proud of our established reputation for outstanding quality and customer service.

Our current products and services include:

QAA Access to HE Diploma

One Awards is an Access Validating Agency, licensed by QAA (The Quality Assurance Agency for Higher Education) to accredit the QAA Access to HE Diploma. Our Diplomas are one of the main routes for adults wishing to apply to higher education in England, Wales and Northern Ireland. This includes degrees, higher apprenticeships, HNCs and HNDs. We provide a wide range of Diploma titles including Health, Art and Design, Media, Construction, Science, Engineering and more.

Bespoke Accreditation

One Awards Bespoke Accreditation are credit-based assessments, tailor-made to the requirements of the Centre and learners. Our units are written to national standards for credit-based assessments but are not included in any regulated frameworks. We also have a bank of over 500 existing units, covering a wide range of subject areas available solely to our Recognised Centres. Bespoke accreditation is popular with employers who use it to develop skills accreditation for their workforce and with colleges and training providers who use it to respond to bespoke local skills requirements.

Quality Mark

The Quality Mark is our formal, certificated endorsement of the quality of training offered by an employer or training organisation. This has been specifically designed to meet the needs of a wide range of employers and training organisations that offer their own, customised training activities.

Events and Training

One Awards offers an extensive range of events and training in support of Quality Assurance, Curriculum Development and Learner Achievement. This includes Assessor and Internal Quality Assurance Qualifications, guidance and information sessions, curriculum updates and celebration of learner achievement.



Board and Staffing Structure



David Balme
(Chair of the Board)
Chief Operations and Compliance
Officer, Secretary to the Board.
Newcastle College Group



Michelle Elliott
Vice Principal for Curriculum,
University Centre Quayside



Andrew McHale
Executive Director,
Lokman Training



Jane Oswald
Head of Marketing Strategy,
University of Sunderland



John Rees
Chief Executive Officer,
DN Colleges Group



Les Woodward
Head of Service Delivery,
Home Group

One Awards is committed to recruiting Trustees to ensure that we represent all of our communities.

Membership of the Board is reviewed on an annual basis. There are sub-committees of the Board that related to the regulatory requirements for the QAA AVA licence.

Staffing Structure



Fabienne Bailey
Managing Director



Jennie Lawson
Head of Quality



Dawn Rush
Head of Finance and Corporate
Resource





Trustee Role Profile

The success of our organisation relies upon the personal commitment and active involvement of our Board of Trustees. As a charitable company, the Board of Trustees is the overarching body that takes on the legal and regulatory responsibilities and oversees the governance of the organisation.

Members of the Board are required to have performed at a strategic level and to be employed within one of our member organisations or from an organisation with an interest in helping us to further our charitable aims. The Board currently meets five times a year, with Trustees also attending the AGM. While the role is unremunerated, travel and out of pocket expenses are paid. We also provide an induction and on-going training and development to support trustees in their role.

Overall Objective

The Board of Trustees hold the executive to account for the organisation's mission and vision, and implementation of the agreed Business Strategy and Plan.

Principal Responsibilities

- Attend and contribute effectively to Board meetings at One Awards
- Attendance at committees which may be required.
- Scrutinise Board papers and participate in discussion.
- Assist the Managing Director and Senior Management Team in the delivery of their objectives and the achievement of key performance targets.
- Promote equality, diversity and inclusion through positive action.
- Provide guidance on issues in which the Trustee has special expertise.

The above list is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.

Person Specification

We seek experienced individuals ideally with governance experience but more importantly with vision and strategic ability. We seek individuals who will be an ambassador for One Awards and who can help us maximise our ability to grow both in the UK and internationally, with a commitment to the objectives of the organisation. Applications from people with legal, human resources and finance experience are particularly welcomed.

You will also bring:

- Commitment to the purpose of One Awards.
 - A strong communicator with excellent listening skills and an empathy for education and training.
 - Enthusiasm and drive.
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- A persuasive and effective influencer who can work collaboratively across boundaries and achieve performance and results through others.
- Ensure that personal interests do not conflict with the responsibilities of a Board member.
- Commitment to the organisation and its beneficiaries.
- Willingness to devote the necessary time and effort.
- Willingness to speak your mind.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Ability to work effectively as part of a team.
- Impartiality, fairness and the ability to respect confidences.
- Knowledge and experience relevant to the needs of One Awards and its Board.

How to Apply

To apply in confidence to become a Trustee of One Awards please forward a copy of your CV together with a completed [application form](#) including a list of any directorships or trusteeships that you currently hold.

Please ensure that your application fully addresses the requirements for the role, please ensure that you have included all your contact details

Applications should be submitted to:

Dawn Rush, Head of Finance and Corporate Resource and Company Secretary
Dawn.rush@oneawards.org.uk





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