

Trustee / co-optee specification for Wimbledon Community Association

Background & Mission

Wimbledon Community Association (WCA) is a Company Limited by Guarantee (No. 03825493) and a registered charity (No. 1097305) based on a membership structure. One of the main purposes of the WCA is to promote the advancement of education and the provision of facilities in the interests of social welfare, recreation and leisure time occupation for the inhabitants of Wimbledon and the surrounding area.

For many years, the WCA ran a community centre in the centre of Wimbledon. Following closure of the centre and a deal which was finalised with Merton Council in 2013, the new Trustees and secretary set about reinvigorating the organisation.

The trustees have invested the capital resources resulting from the sale of the WCA's share in the old community centre and are using the dividend to support its administration and services to the local communities through its new website, Wimblecomm. The Board does not foresee a need to generate or raise additional funds through donations, membership fees or charges for the services provided in the near future.

Our mission in establishing the new website is to help people find community space for hire and to develop an online community hub that enables sharing of news, best practice and networking in our local communities. Our website is essentially a Wordpress (WP) local directory and uses a MySQL database. The WP plugin GeoDirectory provides the site's core directory and venue search functions. In addition, Wimblecomm features an Events Calendar & Noticeboard, Blog, and other content that is regularly refreshed. Our website provides more details of our current service. This also contains our Chair's report from the 2016 AGM which sets out our wider vision:

<http://wimbledoncommunity.org/publications/>

We currently have three trustees: David Hall (Chair), Roger Drage (Treasurer) and Bill Lake along with a Secretary, Jackie Chapman and a paid part time Community Development Executive, Susanne Ollig. The website has been developed with the help of an external developer who continues to be retained on a monthly allowance for maintenance and further development work. In accordance with the WCA Articles we must have a minimum of 3 trustees. There is no maximum and we are keen to develop our trustee base. We are also happy to recruit people who wish to be co-opted for a specific role.

We are looking for new voluntary trustees / co-optees with the appropriate skills, time and passion to contribute towards their local community. The trustees have developed a strong team culture and generally meet monthly in Wimbledon but you will need to have some time to contribute to a mixture of activities between those meetings. This can be flexible and depends on whether or not you are co-opted for a pre-defined project or join us as a Trustee.

The existing team have various skills and good generic business experience but we are keen to supplement that with people who have skills and / or experience in various areas, particularly website technical and content development, social media & community engagement. Experience in charity constitutions, membership structures, communications and digital marketing would also be helpful.

If you have skills in any of these areas, live, work or socialise in Wimbledon, the wider borough of Merton or neighbouring areas and have an interest in the local community we would be pleased to hear from you. Please get in touch even if you do not yet have extensive work experience in the above areas. This is an excellent opportunity to gain exposure and hands-on experience for technology and other graduates as well as individuals who have extensive experience but would like

to give something back to the community. Depending on your time commitment and experience, we are also happy to consider co-opting with you for a defined project / timeline if preferred.

Application process

For an informal discussion to find out more about our organisation and how you could get involved, please contact our Chair, David Hall, at david.hall@wimbledoncommunity.org, or call him on 07974 371812.

If you would like to send us a CV with your background and reasons why you are interested in becoming a trustee / co-optee, then please email us at susanne.ollig@wimbledoncommunity.org.