



st michael's
hospice

Supporting Information: Non-Executive Director (NED) role for St Michael's Hospice Lottery Board



About St Michael's Hospice

St Michael's Hospice has supported people across Hastings and Rother since 1987, caring for a population of around 190,000 people. We provide specialist palliative and end-of-life care for adults living with serious, advanced illness, helping them to live as fully and comfortably as possible. Our care is compassionate, expert, and tailored to the unique needs of each individual and those close to them.

We work in close partnership with the NHS, adult social care, private providers and voluntary organisations. We also share some posts with St Wilfrid's Hospice in Eastbourne and East Sussex Healthcare Trust. This collaborative approach ensures seamless, joined-up support for patients and families throughout their illness.

In addition to the Board of Trustees, whose role is to ensure the Hospice is well run and delivering its charitable outcomes, there is a separate Lottery trading subsidiary governed by an independent Lottery Board.

Who we're looking for

We are seeking Non-Executive Directors (NEDs) to join our Lottery Board. We welcome applications from people with a broad range of skills, backgrounds and lived experience, particularly those who can strengthen diversity of thought and representation on our Lottery Board.

Experience or insight in the following areas would be especially valuable:

- Commercial acumen
- Consumer-facing and regulated industries
- Digital and technology skills and platforms
- Marketing
- Income generation and financial oversight

We are especially keen to hear from young people, women, disabled people, people from minority ethnic backgrounds and people from the LGBTQ+ community, as these groups are currently underrepresented on the Lottery Board. Knowledge of the Hastings and Rother area, or strong connections to local communities, would be an advantage.

The attached role description and specification cover the responsibilities of NEDs.

Our people and funding

St Michael's Hospice is powered by one team, united by a shared mission. We have around 180 employees and over 450 volunteers, supported by seven local Hospice shops and our Lottery Collectors, who play a vital role in strengthening community connections and reducing isolation.

Running the Hospice costs £9.4 million a year. Around 28% of our funding comes from an NHS Surrey and Sussex grant, with the remainder generated through the generosity of our community via donations, legacies, retail, and fundraising. The Lottery plays a significant role in ensuring the Hospice's long-term sustainability by contributing around £0.5m each year.

Lottery Company

The Lottery Company is a wholly owned subsidiary of St Michael's Hospice and a separate company limited by guarantee whose profits are covenanted to the Hospice. The work of the Lottery Team is regulated by the Gambling Commission.

The role of the Lottery Board is to govern the Lottery and provide overall policy direction so that it achieves its aims in the most efficient and effective manner, consistent with the Hospice's values. It is about leadership and being legally accountable for the activities of the Lottery Company. As such, it is distinct from day-to-day management, which is delegated to the Income Generation Director through the Chief Executive.

The Lottery was set up in 1997, and all profits go to support St Michael's Hospice. To date, the Lottery has contributed more than £10m. The number of weekly players currently stands at just under 18,000 and it is one of the most successful hospice lotteries in the country. The top prize is £2,000 with 57 other weekly cash prizes.

Since the Lottery started, we've had a team of representatives calling door to door throughout our catchment area. We've found this is the best way of introducing new members and growing our reach, compared to expensive mailings or telephone canvassing. Our representatives work incredibly hard promoting our Lottery - they are very experienced and are all passionate in helping us raise lots of money for the Hospice. They all live locally (St Leonards on Sea, Hastings, Bexhill on Sea) so know our catchment area well.

Time commitment and appointment

Lottery Non-Executive Directors typically commit around two days per quarter. This includes three Lottery Board meetings per year, and one day focused on strategic planning.

Meetings take place in person, but some meetings can take place virtually to maximise the contribution NEDs can make.

NED appointments are for up to nine years, with reviews after three and six years and then annually thereafter. Recruitment and selection are overseen by the Corporate Governance and Nominations Committee and follow the Nolan Principles of public life.

These are unpaid, voluntary roles, although reasonable expenses are covered.

Eligibility

To be eligible, you must be aged 16 or over, capable of managing your own affairs, and not disqualified under the Companies Act.