



Department
for Culture,
Media & Sport



CRONFA
GYMUNEDOL
COMMUNITY
FUND



Board member
**The National Lottery
Community Fund**
Candidate pack

At Birkhill House, Scotland



Go Kids Go, Scotland

Introduction

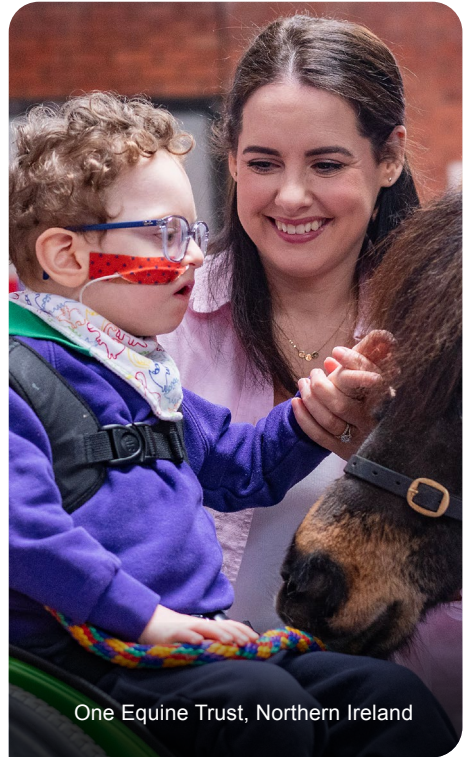
The Secretary of State for Culture, Media and Sport wishes to appoint three members to the Board of The National Lottery Community Fund.

This is an extraordinary opportunity for individuals who are passionate about enabling communities to connect, build relationships and take action on what matters most to them.

The National Lottery Community Fund

The National Lottery Community Fund works within and alongside communities to deliver its mission to support activities that strengthen society and improve lives across the UK. This is delivered through its strategy to 2030, 'It starts with community'.

The Fund is the largest community funder in the UK and is responsible for distributing 40% of the total of good causes money raised through The National Lottery. With Funding Officers rooted in communities across the UK, the Fund focuses support where the need is greatest. They fund projects that deliver its four community-led missions: supporting communities to come together, helping children and young people to thrive, enabling people to live healthier lives and to be environmentally sustainable.



In addition to distributing good causes money, the Fund is responsible for distributing monies released from dormant bank accounts and related assets. They also work with other organisations, principally public bodies, to manage and distribute funding through grant programmes they run on their behalf.

The Fund helps create stronger, fairer communities across the UK, while also offering practical guidance and insight to turn ideas and initiatives into something truly life-changing for communities.

Message from the Chair

Thank you for your interest in the Board member role at The National Lottery Community Fund.

We work within and alongside communities, using the generosity of National Lottery players to support activities that will strengthen society and improve lives. We are the largest single source of funding for community activities in the UK. We're One Fund based in communities in England, Northern Ireland, Scotland and Wales, and our work reflects the diversity of the UK.



Dame Julia Cleverdon, Chair



Our Board members bring their experience, insight, and passion to guide how we use National Lottery funding to make the biggest difference.

The new Board members will join the Fund at an exciting time. Our **It starts with community** strategy sets our ambition to make a bigger difference in the years ahead, both by listening and responding to communities, and being more focused on supporting the greatest impact.

This is an incredible opportunity to be a Board member of a high-profile UK public body that places social connections and community activities at the heart of creating healthier, happier lives and a flourishing society.



Indian Community Association, England

Background

The National Lottery Community Fund is established as a non-departmental public body by an Act of Parliament.

The Board is responsible for the overall strategic direction of the Fund, as set out in its strategy, **It starts with community**, and for the Fund's governance.

The Board supports and is advised by the Chief Executive, who, as Accounting Officer, is responsible to

the Secretary of State for Culture, Media and Sport to ensure the Fund operates effectively and to a high standard of probity.

Funding decisions are delegated to five portfolio committees (UK, England, Northern Ireland, Scotland and Wales) and to Executive Officers.

Overall responsibility for the Fund including its Accounting Officer, finances to Parliament and setting policy directions, rests with the Department for Culture, Media and Sport (DCMS).

Money awarded in 2024-25

UK-wide

£86.0m

45 grants

In total

£767.1m

12,708 grants

Northern Ireland

£34.9m

702 grants

Scotland

£62.8m

1,798 grants

Wales

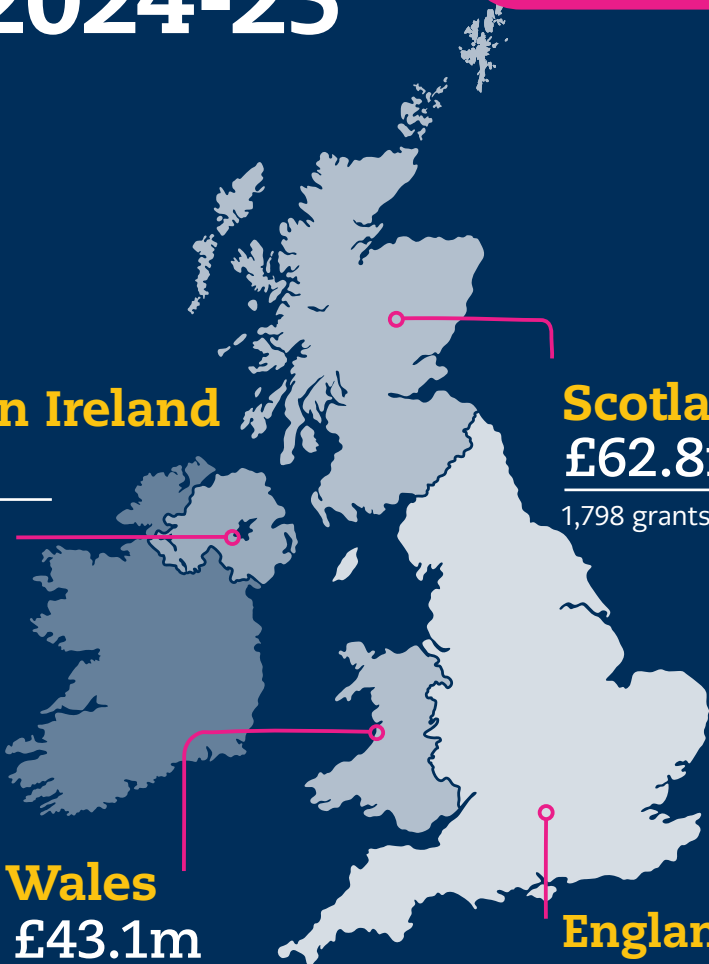
£43.1m

945 grants

England

£540.3m

9,218 grants



Board member role

The Board members will be expected to:

- Set and advance the Fund's strategic aims within the policy and financial framework set by DCMS.
- Provide leadership within a framework of effective controls and risk management.
- Ensure the organisation has the financial and human resources to meet its objectives.
- Monitor and review management performance.
- Ensure compliance with statutory and administrative requirements for public funds.
- Operate within delegated authority and ministerial guidance.
- Lead on the design and oversight of risk management, governance, and internal control systems.
- Provide assurance to DCMS on risk and escalate significant concerns.
- Stay informed of changes affecting the Fund's strategic direction or targets.
- Engage with the executive team and DCMS to address emerging issues.
- Ensure effective internal and external reporting mechanisms are in place.
- Demonstrate high standards of corporate governance at all times.
- Appoint the Chief Executive and, in consultation with DCMS, oversee their performance.
- Support the annual performance evaluation of the Chair, led by DCMS.



Bangor Foodbank, Northern Ireland

Essential criteria

Prospective candidates for the role will need to be able to demonstrate that they meet the majority of the following criteria to a high degree.

Essential criteria

- Demonstrate a strong commitment to The National Lottery Community Fund's mission and purpose, acting as a committed advocate for the organisation.
- Experience influencing policy or systems change from a community perspective.
- A demonstrable commitment to and experience in equity and equitable practices.
- Excellent communication and interpersonal skills, with the ability to listen, accept challenges and constructively challenge others with clarity and respect.

Additional criteria

Additional criteria

Prospective candidates must also be able to demonstrate one or more of the following:

- Understanding and experience at a senior level of community/ grassroots organisations and track record in creating an environment where communities are connected and supported.
- Understanding and experience at a senior level in communications, storytelling, public relations, marketing, or media relations.
- Understanding and experience in leading the development or driving adoption of digital and emerging technologies within community contexts.



Desirable criteria

- A connection to and lived or deep community experience, particularly within disadvantaged and discriminated communities.
- An understanding of funding, philanthropy or public sector systems.

Person specification

We are seeking to appoint three new Board members, each bringing a distinct and crucial area of expertise to support our strategic ambitions.

1 Community power, Agency, and Control

We are looking for an experienced and recognised thought-leader who can support us to deliver our ambitions around increasing power, agency and control within communities, ensuring that the lived experiences, priorities, and aspirations of communities are truly embedded in our strategy and decision-making.

2 Brand, Reputation, and Influence

We are looking for someone with a demonstrable track record of policy influence or stewardship nationally or internationally who can provide challenge and support in our strategy **It starts with community.**



Music in Hospitals and Care, England

3 Digital and Emerging Technologies

We are seeking a recognised national or international digital and technology leader. This individual will be instrumental in supporting and challenging our strategic digital and technological goals, which include re-designing our operations through the use of automation and AI to better serve communities, while balancing increasingly challenging threat levels, and facilitating adoption of new technology for public good.



One Equine Trust, Northern Ireland

Time commitment

The Board meets quarterly, including an annual two-day meeting with overnight stay. They hold a Board and Committee day once a year. As a devolved, UK-wide organisation meetings take place across the UK. Some travel, including overnight stays, is required.

In addition, Board members will be expected to join a Committee of the Board.

The time commitment can be up to 36 days a year.

Remuneration

The remuneration will be £7,848 per annum, paid in equal monthly payments. The remuneration may be taxable and is not pensionable.

All reasonable and documented expenses incurred in accordance with the Fund's expenses policy will be re-imbursed.

Term of appointment

The term of appointment is four years.

Key Dates

Open for applications

4th March 2026

Deadline for applications

1st April 2026

Panel sift

w/c 13th April 2026

Interviews

from 5th May 2026



Balnamore Community Centre, Northern Ireland

Diversity and inclusion

DCMS is committed to eliminating discrimination and advancing equality of opportunity in its public appointments. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East and applicants who have achieved success through non-traditional educational routes. This ensures that boards of public bodies benefit from a full range of diverse perspectives and are representative of the people they serve. This will include championing opportunity all across the organisation, helping to ensure that the organisation is one in which a genuinely diverse range of views can be expressed, without fear or favour.



Nupur Arts, England

We ask all applicants to complete a diversity monitoring form. We hope you will help us by providing this information.



Babi Actif, Wales



Music in Hospitals and Care, England

We try to guarantee an interview to anyone with a disability whose application meets the minimum criteria for the role. By minimum criteria, we mean that you must provide evidence in your application, which demonstrates that you meet the level of competence required under each of the essential criteria. If you wish to apply under this scheme, either state this in the covering email or letter when submitting your application or contact the team. This will in no way prejudice your application.

Reasonable adjustments

If you would like a confidential discussion regarding any reasonable adjustments during the process, please indicate this in the covering email or letter or communicate with the public appointments team, who will be happy to discuss this with you.





Apply online

<https://apply-for-public-appointment.service.gov.uk/roles>

- 1** **Submit a CV**
On no more than two sides of A4.

- 2** **Statement of suitability**
Describe how you meet the criteria for this role.

- 3** **Equality information**
and information relating to any outside interests or reputational issues.

Terms and conditions

This appointments process adheres to the Cabinet Office Governance Code on Public Appointments, which is regulated by the Commissioner for Public Appointments.

Eligibility criteria

You cannot be considered for a public appointment if:

- you become bankrupt or make an arrangement with a creditor
- your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors



Babi Actif, Wales



Seed to Feed, England

- you are disqualified from acting as a company director under the Company Directors Disqualification Act 1986
- you have been convicted of a criminal offence, the conviction not being spent for the purposes of the Rehabilitation of Offenders Act 1974 (c. 53)
- you become subject to a debt relief order or a bankruptcy restrictions order
- you fail to declare any conflict of interest.



Befrienders, Scotland

Terms and conditions

Conflicts of interest and due diligence

If you have any interests that might be relevant to the work of The National Lottery Community

Fund and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application. If you have queries about this and would like to discuss further please contact the Public Appointments Team.

Given the nature of public appointments, it is important that those appointed as members of public bodies maintain the confidence of Parliament and the public. If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause

public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Advisory Assessment Panel and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This will include us undertaking searches of previous public statements and social media, blogs or any other publicly available information. This information may be made available to the Advisory Assessment Panel and they may wish to explore issues with you should you be invited to interview. The information may also be shared with ministers and the Cabinet Office.

Contact Us

Department for Culture,
Media and Sport Public
Appointments Team
publicappointments@dcms.gov.uk

Department for Culture, Media
and Sport Campaign Manager:

Emily Nixon
emily.nixon@dcms.gov.uk

The National Lottery
Community Fund contact:

Madeline Colin
madeline.colin@tnlcommunityfund.org.uk

