



Trustee Candidate Pack 2026



Welcome

Welcome, and thank you for your interest in becoming a Trustee of Calibre Audio.

Calibre Audio exists for a simple but powerful reason: everyone deserves access to books, stories and information, regardless of how they read. For people who are print-disabled, audiobooks aren't a luxury, they're a lifeline to learning, imagination, independence and connection.

As Chair of the Board, I'm proud of the impact Calibre has and the role our Trustees play in shaping it. Trusteeship at Calibre is not a passive role. It's an opportunity to bring your experience, judgement and curiosity to a charity with a clear mission and real-world impact.

Our Trustees help steer Calibre's strategy, support and challenge our leadership team, and ensure we continue to serve our members with integrity, ambition and care. In return, they gain insight into a unique charity, work alongside committed colleagues, and contribute to something that genuinely changes lives.

We recognise that becoming a Trustee is a commitment of time and energy, and we are transparent about what the role involves. But for those who share our values and want to use their skills for good, it is a deeply rewarding way to make a difference.

If Calibre's mission resonates, we would be delighted to hear from you.

Howard Nead
Chair of Trustees





About our charity

Calibre Audio is a charity dedicated to making books and reading accessible to people who are print-disabled, including those who are blind or partially sighted, people with dyslexia, and individuals with physical or neurological conditions that make reading standard print difficult.

For our members, audiobooks are far more than entertainment. They support education, mental wellbeing and independence - helping children keep up with school, enabling adults to stay connected to culture and ideas, and allowing older people to continue enjoying reading when print is no longer accessible.

Calibre offers a large and diverse audiobook library for adults and children, available through an accessible digital platform as well as physical formats, so members can choose what works best for them. We work closely with publishers, authors and partners to ensure our collection reflects the interests, needs and diversity of the people we serve.

Guided by a commitment to inclusion, dignity and choice, we believe access to reading should never be limited by disability or financial circumstance. As demand for accessible content grows and digital delivery evolves, Calibre is focused on strengthening services, increasing reach and ensuring long-term sustainability, with Trustees playing a vital role in shaping this work.

Over the past 12 months, Calibre Audio has also launched two new initiatives: Calibre Learning, delivering assisted audiobooks in schools for children with learning disabilities, and Calibre Communities, creating book groups and social connections for people isolated by print disabilities. Together, these initiatives increase the social value we deliver across our services.





Joining our Board

Becoming a Trustee at Calibre Audio is an opportunity to use your skills and experience to make a meaningful difference. Trusteeship at Calibre offers:

- A chance to contribute to a clear and compelling social mission
- The opportunity to influence strategy and long-term direction
- Insight into the governance of a well-established charity in a changing landscape
- A chance to develop or broaden experience in a supportive environment

The Board of Trustees is responsible for Calibre's overall governance and strategic direction. This includes:

- Setting and reviewing strategic priorities
- Ensuring the charity operates in line with its charitable objectives and values
- Overseeing financial sustainability and risk
- Supporting and constructively challenging the senior leadership team
- Acting as ambassadors for Calibre and its mission

Calibre's Board culture is collaborative, inclusive and purpose-driven. We value open discussion, diverse perspectives and constructive challenge. New Trustees receive an induction and ongoing support to help them contribute with confidence.

Although the role is voluntary, Trustees often tell us they get:

**Insight into charity
governance and
leadership**

**The satisfaction of
applying a range of
professional and life skills
to causes that create real
social impact**

**Exposure to social issues,
public service challenges,
and different
organisational models**

**To strengthen decision-
making, governance,
and oversight skills at
board level**

**The opportunity to
apply their skills in a
meaningful context**

**To work alongside
fellow trustees with
diverse backgrounds
and expertise**



The Commitment

Quarterly board meetings

The Board meets four times a year, typically in person, providing focused opportunities to guide the charity's strategy and impact. *Reasonable expenses are reimbursed.*

Annual professionally facilitated strategy away day

Trustees come together for a dedicated day each year to review progress, review & develop board members, challenge thinking, and shape the organisation's future direction.

Engagement with the charity community

Trustees are warmly invited to attend key events such as golf days, Dinners and donor gatherings. While attendance is optional, these occasions offer valuable opportunities to engage with supporters and see the charity's work in action.

Opportunities to contribute your expertise

Trustees may choose to join a sub-committee or working group, allowing them to apply their skills and experience in areas aligned with their interests.

Well-structured meetings

Board meetings typically last 2-4 hours, with papers circulated in advance to support thoughtful preparation and productive discussion.

A meaningful but manageable commitment – Trustee appointments are for an initial three-year term, with the option to renew.

While the role requires engagement and preparation, we aim to ensure the commitment remains realistic and respectful of trustees' professional and personal responsibilities.

"I've really valued being a Trustee at Calibre Audio – it's a chance to use my skills to support an important cause and help guide the charity as it grows and changes."



The role of a Calibre Trustee

Trustees are responsible for ensuring that Calibre Audio is well-governed, financially sound and focused on delivering its charitable purpose.

As a Trustee, you'll help guide long-term direction, ensuring Calibre continues to meet the needs of people who are print-disabled while remaining sustainable.

Key responsibilities

Trustees collectively share responsibility for the governance of Calibre Audio. This includes:

- Setting the charity's strategic direction and reviewing progress against agreed priorities
- Ensuring Calibre operates in line with its charitable objects, values and legal obligations
- Overseeing financial performance, risk management and long-term sustainability
- Supporting, advising and constructively challenging the Chief Executive and Executive Management Team
- Ensuring appropriate policies, controls and governance frameworks are in place

Trustees are expected to act in the best interests of the charity, actively contributing to Board discussions and decisions. They focus on direction rather than delivery, and long-term impact rather than short-term activity. This distinction allows Trustees to add value through strategic thinking.

Collective responsibility

The Board operates as a collective body. While individual Trustees may bring specific skills or expertise, decisions are made jointly and Trustees share responsibility for those decisions.

Trustees are expected to:

- Prepare for meetings by reading papers in advance
- Attend meetings regularly and contribute thoughtfully
- Respect confidentiality and manage conflicts of interest appropriately
- Provide introductions to potential donors, funders, businesses and partners who can support the work of Calibre
- Attend and champion events organised by Calibre to contacts as appropriate

Equality, diversity and inclusion

Calibre Audio is committed to equality, diversity and inclusion. We believe that a diverse Board leads to stronger decision-making and helps ensure that the organisation reflects and understands the communities we serve.

We particularly welcome applications from people with lived experience of print disability, disabled applicants, and candidates from backgrounds that are currently underrepresented in the charity sector and on boards.



Skills and attributes

Calibre Audio is seeking up to 4 new Trustees who are inspired by our mission and committed to supporting the charity through strong governance, thoughtful challenge and active advocacy. We are also actively seeking a lead safeguarding trustee.

We are particularly keen to recruit Trustees who will not only contribute their professional skills and experience but also act as ambassadors for the organisation. This includes supporting Calibre's sustainability by helping to build relationships, open doors and, where appropriate, assisting with fundraising activity - for example through introductions to funders, philanthropists, corporate partners and other potential supporters.

We value diversity of background, experience and perspective, and we warmly encourage applications from individuals who are currently underrepresented on charity boards.

Skills and experience

We are particularly interested in applicants who can bring expertise or insight in one or more of the following areas:

- Charity governance or senior leadership
- Finance, audit or risk management
- Digital, AI, technology or data
- Fundraising, income generation or partnerships
- Marketing, communications or audience development
- Lived experience of print disability or accessibility needs
- Special Educational Needs education experience

This list is not exhaustive. If you believe you could add value to Calibre's Board in another way, we would still be very pleased to hear from you.

You will bring experience of working at board level in an organisation of a similar size and complexity to Calibre Audio. You will have strong experience either as a Chair, Trustee, Non-Exec Director or Director.

Personal qualities

All Trustees are expected to demonstrate:

- A genuine commitment to Calibre Audio's mission and values
- The ability to think strategically and contribute to long-term direction
- Good judgement and the confidence to offer constructive challenge
- A collaborative and respectful approach to working with others
- Integrity, discretion and a strong sense of responsibility to act in the charity's best interests
- A willingness to champion Calibre's work and support efforts to strengthen the charity's profile and funding base



Interested in joining us?

We'd love to hear from you.

If you'd like to apply, please send us your CV and a short supporting statement (up to two A4 pages) telling us a bit about your experience, why the role interests you, and what you feel you could bring to the Board.

Please email your application to eddie@charitybegins.org with "Trustee – Calibre Audio" in the subject line.

If you're curious about the role but not quite sure yet, we're very happy to have an informal conversation first. Getting in touch for a chat doesn't commit you to applying - it's simply a chance to find out more.

We want our Board to reflect the communities we serve. We are committed to fair and inclusive recruitment and warmly welcome applications from people from all backgrounds and abilities.

If you need any adjustments or support with the application process, just get in touch and we'll do our best to help.

In your application, it would be helpful if you could highlight any governance or board experience you have, and let us know which areas of experience you might bring — for example SEN or education, publishing, lived experience of sight loss, or charring experience.



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More than 80% of members are satisfied with our service, and over 90% would recommend us to others with a print disability*

**Based on a 2024-25 survey*