

militarywives Choirs®



Information Pack for Data and
Technology Trustee
June 2025



Small charity, big impact, exciting future

We are the Military Wives Choirs. We connect over 1700 women in the military community and create a support network through the power of singing. We have entered our second decade, marked by some big changes in the way we operate, establishing ourselves as an independent charity after being a subsidiary of SSAFA, the Armed Forces charity. We continue to work closely with SSAFA in our shared aims of providing support to our Armed Forces and their families. This is an exciting time to join our organisation as we look to deepen our social impact by growing our choirs and delivering even more wellbeing and social inclusion benefits through music.

People and Music-making lie at the heart of everything we do. We're now looking for a Trustee with a data and technology background to complete our Board. Due to the scale of the music strategy remit, there are two Music Trustees on the Board. All other Trustee specialisms are individual, stand-alone roles.

You will be joining a diverse team of committed Trustees led by our Chair, Caroline Paxton, in support of Chief Executive, Wendy Human and a small operational team.

Our Values: The way we do things

Unspoken understanding: Our shared experiences of military life inform the way we look after one another

Ongoing support: We value time for ourselves and enjoy our time with each other

Musical inclusivity: It's not about being able to sing, it's about being there to sing

Wellbeing through singing: We create choirs that bond us together and allow us to share unique achievements and experiences

Diverse community: We welcome all women with a military connection - including wives, partners, serving women, widows, veterans, mothers, daughters and sisters.

Changing lives through the power of singing

The Military Wives Choirs is a community of over 1700 women in 70 choirs across the UK and internationally. We come together to celebrate a love of singing and a communal understanding that comes from our members' shared experiences of the Armed Forces. We welcome all women with a military connection; our network supports each other and forms life-changing friendships that lead to new and uplifting experiences through singing. Through the experience of running choirs and being part of a choir committee we also build self confidence and skills, for those taking those roles, that can help entry or re-entry into employment for those women who want to move in this direction.



Military life across the services has its challenges. Some families move regularly to a new posting, while for others deployments mean long periods of separation. With choirs across the UK and overseas, many of our members join a new choir when they are posted, enabling them to immediately become part of a familiar community built upon the joy of singing.

Singing in a choir has been proven to increase wellbeing and improve mental and physical health and reduce social isolation. With no auditions and no pressure to perform, the Military Wives Choirs gives its members the opportunity to spend time with women that truly understand the challenges associated with military life. Each of our choirs meets weekly and has a busy calendar of community events and performances. This activity is enhanced by exciting national-scale activity, including concert tours, albums, media appearances and larger projects. All of the charity's activity is supported and managed by the small central staff team. The charity works closely with its Artistic Director, Joanna Tomlinson, and a number of Ambassadors from the industry.

[Find out more about us](#)

What we ask of our Trustees

We are looking for committed individuals who are passionate about what we do and who have the relevant skills, energy and acumen to work as part of the Board overseeing the work of the charity, ensuring it is financially stable, well-run and fulfilling its charitable objectives and obligations.

It's not critical that you have previous experience of being a Trustee nor have military experience, but it is essential you can think strategically, be passionate about the link between music and wellbeing, have integrity and work collaboratively and inclusively. In addition, you should have a clear understanding of the statutory duties of a trustee.

You will need to attend four Board meetings a year. Three meetings are virtual, scheduled for Thursdays and run from 3pm - 7.30pm and one, usually in the Autumn, is in person on a Saturday and runs from 10.30am - 3.30pm. Trustees are also required to attend a Board Awayday each year. This usually takes place in London in January.

As a small charity there will also be a requirement to get involved in other activities. Examples include chairing sub-committees, attending events and performances, supporting fundraising activities including the acquisition and engagement of major donors and providing advice to the operational team.

This is a volunteer role without remuneration, but reasonable expenses will be paid.

What you can expect in return

This role offers the opportunity to be part of a small, professional charity making a big social impact; delivering an inspiring and important service to a diverse group of women in the military community.

You'll get to work alongside a committed team of staff, volunteers and beneficiaries, with the shared aim of embedding our mission of Sing, Share, Support. You'll also get the opportunity to experience our music-making first hand; providing insight into the impact of our work on choir members. It's an incredibly rewarding experience.

Selection criteria and process

The role requirements are detailed below. These criteria underpin our selection process and applicants who are able to evidence the closest match will be invited for interview.

What we are looking for in our Data and Technology Trustee

Our Data and Technology Trustee will contribute strategic advice on how MWC manages its technology landscape and data to be compliant, minimise risks to the organisation and to keep up to date with and take advantage of developments in a way that recognises the budget and scale of the organisation. Working closely with the Choirs Support Team they will support the long-term sustainability of the charity by providing strategic direction for our data and technology assets and initiatives. The Data and Technology Trustee role is a member of the Governance Committee.

Essential qualities, skills and experience

- Experience in a broad range of technology leadership roles. The successful candidate is likely to be someone who can demonstrate understanding and first-hand experience of leadership in areas such as IT, data (including data protection), cybersecurity and artificial intelligence
- Understanding of IT procurement to help MWC get value for money when refreshing IT equipment
- Experience of developing IT, AI and Data Policies and able to advise the Board on the appropriate choices and safeguards it should have in place to hold and manage data in accordance with relevant regulatory constructs (such as GDPR and similar regulations) and protect our beneficiaries
- Able to advise the Board how it could make ethical use of AI, with appropriate safeguards
- An ability to operate at both strategic and operational levels
- A passion for and empathy with our aims to improve lives of women in the military community, through singing
- An ability to work effectively as a team member



- A willingness to devote the necessary time and effort to being a trustee
- Integrity

Desirable skills and experience

- Knowledge of the military community or current/former service experience
- Experience of the charity sector
- Experience of the arts industry
- An interest in choral singing

How to apply

Please submit your CV along with a covering letter (maximum 2 sides A4) to Caroline Paxton, Chair of the Board of Trustees. Your application should be sent via our coordinator Kate Carmichael at kcarmichael@militarywiveschoirs.org.

Your letter should cover the following:

- The Trustee role/specialism you are applying for
- How you meet the essential criteria
- Why us?

If you'd like to find out more before applying, please contact Wendy Human, Chief Executive at whuman@militarywiveschoirs.org

The deadline for applications is 5pm on **Friday 24th October 2025**. Interviews will take place online using Teams **w/c 3rd November 2025**.

Together we are stronger; why diversity & inclusion matters to us

We believe diverse organisations are happier and more successful than those who don't value difference. We are committed to building an inclusive culture that is open and welcoming and allows everyone to give their best. **We aim to recruit the person who is most suited to the role and welcome all applications.**

Final word...

We are looking for passionate, talented, forward thinking individuals to join us. Whilst our selection process will be based on the candidates who are able to most closely match our criteria, if you have something special to bring to the party but don't meet every requirement in full, please apply.