

Trustees and Staff

<https://communicationmatters.org.uk/about-us/trustees/>

A Trustee is a person who is responsible for running Communication Matters.

They make sure we do the things we need to do.

They check that when we ask for money it is for doing the things we should be doing.

Trustees are not paid. They are volunteers. But they may get some of their expenses paid for things like travel costs.

The Trustees must make sure we follow the law about charities and companies.

The **Board of Trustees** have a **Chairperson, Treasurer and Secretary**.

The **Board of Trustees** is all the Trustees who meet together to make decisions about Communication Matters.

The **Chairperson** plans and runs the meetings of the Board of Trustees.

The **Treasurer** is responsible for making sure that the money is looked after properly.

The **Secretary** is responsible for all the paperwork for the Board of Trustees.

We are part of an international organisation called **ISAAC**. The Trustees make sure we do the things that ISAAC say we must do.

ISAAC (The International Society for Augmentative and Alternative Communication) is the worldwide organisation that works for **AAC** users.

AAC is used to mean many different ways to help someone communicate. It could be simple things like pointing, signing, writing or drawing. It could also be using a special device like a machine that 'speaks' words for you. This is called a communication aid.

More about being a Trustee

We have guidelines for Trustees. This is information and advice to help Trustees to know what they have to do.

Office staff and other people

Our **manager** and **administrator** do the day-to-day running of the organisation.

They do things like:

- Check that memberships are up-to-date

- Sign people up for the conference
- Organise events
- Make sure people know what is happening
- Look after the money

Emily Campbell is our Charity Manager

Mary-Ann D'Sa is our Charity Administrator

Neil Hansen is our ISAAC Council member

Our current Board of Trustees (2019-2020)

Zoë Clarke

Zoë works to help children and adults in Barnsley to communicate better.

She is the chair of a group that gives advice about new ways for disabled people to control their equipment.

She is in a group that gives advice to NHS England.

Rob Gregory

Rob works for a company that makes equipment and finds new ways to help people to communicate.

Martin Fisher

Martin works as a teacher of children with special needs.

He has worked with using symbols to help people communicate.

Amy Hanschell

Amy is a speech and language therapist based in Scotland.

Nicola Hayton

Nicola is a speech and language therapist.

She has worked with young adults with learning disabilities in colleges.

Vicky Healy

Vicky is a speech and language therapist. She has worked with people who use other ways to communicate for over 15 years.

Jenny Herd

Jenny has been involved in helping people to communicate better for more than 20 years. She is the parent of someone who uses equipment to communicate.

She has helped charities to organise themselves properly.

Saffron Murphy-Mann

Saffron has been involved in helping people to communicate for more than 10 years. She is a teacher.

Andrea Sharples

Andrea is a speech and language therapist.

Mark Street

Mark works for a company that makes equipment and finds new ways to help people to communicate.

Helen Whittle

Helen is a speech and language therapist. She teaches at Manchester Metropolitan University.