

Lee Jackson

PSA Foundation Director

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My role in the PSA

My responsibility is to run the PSA Foundation.

The PSA Foundation provides financial assistance for speakers in need. Applications for assistance can be made by the individual themselves or by a Regional President on their behalf. Applications can also come from Board Members.

1. The details of the applicant are sent to the Foundation Director.
2. The Foundation Director seeks further information from the applicant, if necessary.
3. The Foundation Director informs the Foundation team of the application, if needed.
4. Once the award is agreed, the Foundation Director informs the applicant whether or not they have been successful. If a Regional President or Board Director made the application they are also informed.
5. If the award is successful, the Foundation Director passes on the details of the applicant and the award to the Operations Manager who completes the necessary internal documentation.
6. The Operations Manager informs the Accounts Manager who makes the payment, if necessary, and makes the required adjustments within the accounts system.

All Foundation applications remain completely confidential.

The names of individuals who have applied and any awards made must be kept secret. Only the Foundation Director (and his team) are to know the details of the case. The Operations Manager and the Accounts Manager only need to know the applicant's name and the award granted; they are not told why the award was made.

Projects I've worked on in 2017/18

- I have dealt with and processed over 20 confidential applications both on the phone and over email.
- I have also provided a listening ear and if appropriate I have given advice and support to people who have needed it if their business is struggling.
- I have helped the 5 Speak more and Speak better bootcamps with marketing and promotion.
- I have hosted the Speaker Factor competitions.

- I am running the Speak Better Bootcamp in November in Leeds.
- I am very active with RP's and on social media promoting the foundation.
- I have gathered over 20 big prizes for the conference auction.
- General director and board issues as they arise.
- Attending all board meetings both in person and for virtual meetings.
- I am also personally very involved in supported my own Yorkshire region.

It is a privilege to be the first port of call for speakers who need help and to serve the PSA and the foundation.