

WELCOME

Thank you for your interest in becoming a Trustee of the Harborough Youth and Community Trust (HYACT). In this, our 20th Anniversary year, we are seeking people to join our Board who share our mission and values, care about young people, and who believe in the transformative effect of youth work on young lives.

This is an exciting time to be joining the Board. We are looking forward to a year of opportunities and expanding our projects into new areas. It is also a challenging year looking for new trustees who will lead the charity well.

HYACT, known locally as The CUBE, is known and respected as a charity working to see young people thriving in our communities. Since 2014, The CUBE has had its own purpose-built youth centre that is a safe space in which young people meet to explore who they are, their world and how they relate to others, through regular organised sessions with youth workers and volunteers.

Our work is valued and supported by local schools where we engage with young people on their own turf and provide safe spaces for them to just be. We see our work as a responsibility as well as a huge privilege, to be invited to come alongside young lives as they navigate the sometimes-difficult teenage years. We are a small but passionate team, who consistently punch above our weight. We aspire to take away the restrictions that have shaped traditional youth work and be shaped to make a difference in young people's lives both before they become teenagers and as they step into the world of adulthood, ensuring that they have the support they need as they navigate a complex world.

Our Trustees are an important part of this team. They have legal oversight of the charity and play a vital role in its success. We are looking for individuals who can bring fresh perspectives and insight through their skills and lived experience. Your commitment and participation as a Trustee will form a valuable part of our board and we are excited to hear from you. We hope the information provided here will help inform your choice to apply.



Trustee recruitment pack

In this pack you will find:

01 Information about the charity

02 Who we are looking for

03 What does it take to be a trustee?

04 Trustee roles and responsibilities

05 The staff team

06 How to apply





01 Information about the charity

Our approach

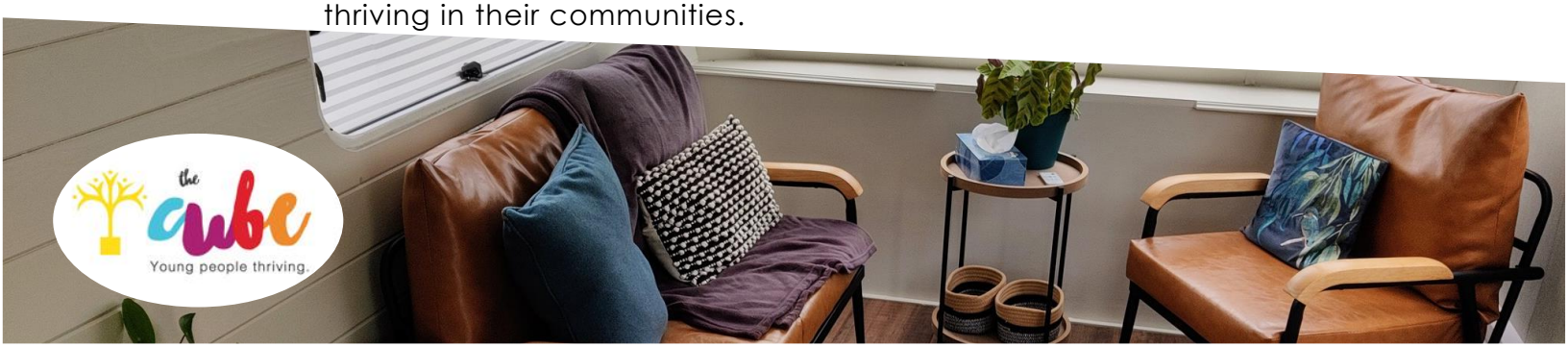
- We believe in relational youth work where we can all be truly ourselves when we are in communities that build us up and support us to thrive.
- We believe that adults can be perfectly placed signposts for young people as they navigate a new and exciting world opening to them.
- We believe that with the love and support of significant adults, young people can find their way even when the world feels a bit scary.

The CUBE Way

- The CUBE Way is our approach to working with young people that delivers relational youth work and interventions, whilst working collaboratively with schools, families and other organisations who work with young people.
- The CUBE Way is how our work supports young people to thrive in their communities:

    1. At The CUBE we run activities where we meet young people and get to know them. These activities may be with groups of young people or one-to-one meetings with mentors or counsellors.
    2. When we get to know young people, we hear their stories and are privileged to discover what is important to them.
    3. Sometimes we discover opportunities to direct or support young people in more purposeful ways. This may be because someone is struggling to keep up at school, finding it difficult to control their anger, has an ill parent who is not coping, or someone is facing depression or loneliness.

        Whatever it might be it gives us an opportunity to make a difference.
    4. Our interventions help young people build resilience and as their confidence in themselves, their relationships and the world grow, we see young people thriving in their communities.





02 Who are we looking for?

We are looking to recruit a minimum of four new trustees to join our Board. We are keen to hear from a broad range of people, especially those with an enthusiasm for making a difference in young people's lives and for developing opportunities for young people to thrive.

We value diverse lived experiences, and we encourage applications from a diverse range of backgrounds. We value the lived experience of those with a younger voice and LGBTQ+ individuals, and those with experiences of disability, neurodiversity, or other perspectives that challenge barriers and drive innovation.

We welcome applications especially from individuals living or working in and around Market Harborough who know the communities in which young people are a part.

Prior experience of charity trusteeship is helpful but not essential. Every new trustee will be given induction training and support.

We are particularly looking for trustees to support us with the following skills and experience:

Buildings and grounds
Responsibilities include Health and Safety compliance, maintenance and development.

Sustainability
Fundraising, grant applications, partnerships, reputation.

Marketing and promotion
Communications, advertising, social media.

Schools and youthwork
Building school partnerships across secondary and primary schools in Market Harborough.

Human resources
Building a well-resourced, trained and effective staff team and team of volunteers.

Legal and financial skills
Especially regarding best practice for charities





03 What does it take to be a trustee?

Nature and time Commitment

- This is a voluntary role. Travel and out-of-pocket expenses can be reimbursed.
- Trustees must attend Board Meetings (5 per year of about 1.5 hours.)
- If you are involved in a team set up for a specific purpose, there may be additional pre-full-Board meetings a year (of average 1 hour duration).
- Board meetings are held in person.
- All meetings require prior consideration of papers.
- All trustees are covered by our Trustee Indemnity insurance which provides financial protection and legal costs for any claims made against them.
- Occasionally matters requiring Trustees' attention arise on an ad hoc basis outside the scheduled meeting cycle in any given year.

A Trustee is expected to have the following qualities:

- An interest in the work and values of HYACT and an initiative-taking commitment and enthusiasm to shaping and advising on the future of HYACT.
- Understanding of the management of charity resources.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and the roles of boards.
- An ability to put the best interests of the charity at the heart of all decision making and to make judgements that fit the organisational structure and operations as well as to advance the charity's interests.
- Understanding of financial administration in the charity sector.





04 Roles and responsibilities of trustees

These roles and responsibilities for trustees ensure the charity is governed well.

- Actively contributing to the Board's responsibility in giving strategic direction to the Charity, planning and establishing a clear vision, values and objectives.
- Playing a full and active part in Board meetings, and, from time-to-time, in working groups.
- Keeping up to date with the Charity's activities, ensuring they are in line with its aims and goals, and that they are of public benefit.
- Being an ambassador and advocate for the Charity, promoting and championing our work, vision and aims to stakeholders and other relevant organisations.
- Participating in formulating fundraising strategies, supporting fundraising activities and introducing contacts to the Charity for the purpose of advice or funding.
- Ensuring the Charity follows company and charity law and the requirements of The Charity Commission.
- Oversight of policies and procedures to ensure they are up to date and follow best practice.
- Governance of financial management and exercising effective overall control of the Charity's financial affairs.
- Keeping informed of, and understanding the Charity's financial position, ensuring that charitable funds and assets are protected and used wisely and only to further the purposes and interests of the Charity.

Being a Trustee is not just about what you can give to a charity, but also what you can gain from the experience.

Utilising your skills, qualifications and experience to make a positive difference for young people and effect genuine social change is one of the rewards of being a trustee. You will have an opportunity to use your voice and gain experience outside of your usual work and you will work with a diverse group of experts to exchange ideas and expand your networks.

You will also expand your knowledge of the charity sector, engage in problem solving, gain knowledge of and insights into the charity, youth work, education and wellbeing sectors, *And* it will be a positive enhancement of your CV.



05 The staff team

BOARD OF TRUSTEES

- Dawn O'Connell
- Janet Smith
- John White
- Jan Shardlow
- Gary Brown

STAFF TEAM

- Charity Manager: Ceriann Kelly
- Charity Administrator: Simon Bentley
- Youth Worker Lead: Sarah McGoldrick
- Youth Support Worker: vacancy
- Wellbeing Lead: Melissa Watson
- Volunteers

There is plenty more information to explore and discover on our website www.thecubeyouth.uk. Here you can find out about the work we do and activities we are involved in.





06 How to apply

If you are excited and ready to contribute your skills and experience to the young people in Market Harborough, we want to hear from you. Please submit your CV and a brief covering letter (no more than 2 sides of A4), outlining the following areas, to trustees@thecubeyouth.uk.

- Your background, relevant skills, knowledge and experience
- Professional roles including any experience of working with a charity or being a trustee
- Why you want to join HYACT.
- What you'd like to learn and achieve from being a trustee.
- Contact details for two referees with one knowing you in a professional capacity. (Note: your referee will not be contacted without your express permission.)

If you have any questions or would like more information before making an application, you can email us at trustees@thecubeyouth.uk.

Once we receive your application, we will invite you to meet with us to explore both your suitability for the role and whether we are the right opportunity for you.



the cube
Young people thriving.