

## **Trustee Role (Voluntary)**

SYP Trust aims to bring about positive change where it is needed in the lives of children and young people in London. We do this by providing grants of up to £10,000 to around 15 small organisations each year. These organisations are often providing exciting and innovative interventions with the potential to bring significant and long-lasting changes to the children and young people they serve.

SYP Trustees are at the forefront of our work. Your role would include deciding which applications are successful against the strategy you help to create. You would build relationships with two or three successful organisations each year, encouraging them to share ideas with our community of grantees, and witnessing the work they do first hand through visits and events.

If you would like the opportunity to join our small charity, we would love to hear from you. Applications are welcome from all sectors of the community. People with lived experience of disadvantage, and the youth sector in London, are strongly encouraged to apply. SYP Trust is committed to encouraging equality, diversity and inclusion and eliminating unlawful discrimination among our employees, beneficiaries and our Board of Trustees.

## **Through our grants we aim to:**

- Reach children and young people who may be disadvantaged due to their physical or intellectual capacity, citizenship status, race, health and life expectancy, sexual orientation or previous criminal activity.
- Reach children and young people who fall between the gaps of high and low attainment and privilege, who are often left without access to opportunities and whose potential is frequently overlooked.
- Encourage organisations to be flexible and creative in their approach, to be bold and try innovative and untested ideas that have the potential to have meaningful impacts and bring young people into their leadership and decision making.

You can learn more about here: <https://www.shaftesburyyoungpeople.org/our-funding-priorities>

### **What are my responsibilities?**

As a Trustee you are jointly responsible for the financial running of the charity and the management of our Grants Manager and the delivery of our charitable objects. This covers a wide range of skills and experience; however we are currently particularly interested in recruiting experience of any of the below:

- Youth Work
- Grant Funding/Philanthropy
- Finance
- Social Care
- Education
- Governance

### **How much time would I be expected to commit?**

That's really up to you and your personal circumstances. As a minimum, we'd expect you to attend all four Board meetings every year (one every three months). These are usually in the evening but we will work around the availability of the full Board so this may change from time to time. You will assess a shortlist of between 15-20 applications, twice a year and provide your reasoning for your decisions. You will be partnered with around two or three beneficiary organisations and will keep in touch bi-annually and visit at least once a year.

We have a Finance Committee and a Policy Committee, which currently have vacancies. We may increase the number of committees in the future to help us deliver our strategy. If you wanted to use your expertise or develop your knowledge, you would be welcome to stand for positions on any of the Committees. From time to time we may have other meetings to discuss decisions that we need to take around the running of the charity. If you have more time to give, there is plenty to do, but it is very much your decision. A realistic estimate of how much time you might need to commit is anything from 2 hours per month to 6 hours per month, but again if you would like to do more that's fine too.

### **Where would I need to work?**

At the moment, all board meetings are conducted online, but we may move back to face-to-face, or a hybrid, soon (depending on Covid and government guidance etc). If we do return to face-to-face meetings, then these will be in central London. Reasonable travel expenses can be reimbursed.

## What qualifications do I need?

You don't need any specific qualifications to become a trustee, but we have listed above the types of skills and experience we will prioritise. Here are some of the other things we are looking for:

- Integrity – the role of a trustee is a hugely important one and our board, like that of any charity, must operate with complete integrity at all times
- Commitment – the commitment you take on to attend and contribute to meetings is really vital to how we function as a charity
- Enthusiasm – we need people who are happy to get involved and who can bring their enthusiasm to our team
- An interest in children and young people and the issues affecting those who are experiencing disadvantage, particularly in London
- Alignment with our funding priorities

We will never discriminate (directly or indirectly) against anyone on the grounds of their age, ability, gender, marital status, sexual orientation, race, religion, socioeconomic status / background or any other specific characteristic.

## How can I apply?

If you think this could be you, please send a CV and/or a covering email, or you can send us an audio or video recording along with your CV to [info@shaftesbury.org.uk](mailto:info@shaftesbury.org.uk).

## What is a trustee?

Trustees are legally responsible for their charity, so although our trustee roles are voluntary, they come with a great deal of responsibility. The key duties of a trustee are around Governance, literally how the organisation is run. The main aspects of governance are:

- **Charitable:** working to ensure that the charity fulfils its aims according to its charitable objects
- **Legal:** ensuring that the charity is performing its activities in line with all legal requirements
- **Financial:** ensuring that the charity is meeting its financial obligations and is operating with appropriate financial controls in place

You can read more about the role of a trustee here:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do>