



Supporting Young People to Take Charge of Their Mental Health

Young Trustee - Role Specification

About No5

Since 1971, No5 has been offering free, confidential counselling and mental health support for young people aged 11-25 who live, work or study in the RG postcode area. Our free, open access, self-referral services for young people include:

- Up to 20 sessions of free, confidential counselling
- Counselling in 6 local Secondary Schools
- Programmes of creative wellbeing workshops
- Young Ambassador programme including mental health talks and workshops in schools, colleges and local businesses as well as content such as blogs, videos and resources

All No5's services are free and confidential.

Background

A board's strength lies in its collective skills and perspectives: we therefore want to make sure young people influence our strategy and decision making. No5 is seeking Young Trustees to develop their leadership skills and bring fresh insight to the existing board. The trustees will gain insight into all aspects of governance and charity management. They will learn how our organisation is run and gain experience in areas such as setting strategic goals, accounting, financial planning and employment practice.

The successful candidate(s) will attend Board meetings, where active participation will be encouraged, and contribute to the work of the organisation as a whole. Board meetings take place monthly in Reading. Young Trustees will be engaged for one year, although there will be an option to extend for a further year by mutual agreement. Young Trustees will be invited to attend events to represent No5.

Specification

The main responsibilities of a Trustee, which are shared amongst the Board include:

- Ensuring that the Charity complies with its governing document (Memorandum and Articles), charity and company law and other relevant legislation or regulations.
- Ensuring that the Charity pursues its objects as defined in its governing document.
- Ensuring that the Charity applies its resources exclusively in pursuance of its objects (i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are).
- Contributing actively to the Board of Trustees' role in ensuring that the Charity has a firm strategic direction, clear overall policy, agreed objectives and targets, and monitoring and evaluating performance against those objectives and targets.
- Safeguarding the good name and values of the Charity.
- Supporting the Director and wider staff.
- Monitoring the effective and efficient management and administration of the Charity (including the employment, management and welfare of all staff), delegating day-to-day responsibility to the Director as appropriate.
- Safeguarding the financial stability and solvency of the Charity.
- Protecting and managing the property of the Charity, including any buildings or other assets, and to ensure the proper investment of the Charity's funds.

In addition to the duties above, each Trustee should abide by the Charity Governance Code of Practice, using any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve reviewing Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

The Board of Trustees share and promote the following qualities:

- A passionate enthusiasm for supporting the beneficiaries of the No5 and the work of the charity.
- The adherence to the Good Governance: a code for the voluntary and community sector: an effective board will provide good governance and leadership by:
 1. Understanding their role
 2. Ensuring delivery of organisational purpose
 3. Working effectively both as individuals and as a team
 4. Exercising effective control
 5. Behaving with integrity; and
 6. Being open and accountable

Young Trustee specification

The Trustees have determined that it is desirable that the Board should consist of individuals with strong business and social networks and contain a mix of knowledge and interest in:

- Services for young people
- Local young people and local issues
- Mental health
- Education
- Digital, social media and campaigning
- Assisting fundraising activity
- Commitment to listening to and amplifying young voices
- Enthusiasm to learn new skills
- Pro-active and willing to bring new ideas and perspective to our Board, and confident about challenging decisions, where necessary, to be in the best interests of the charity.
- Demonstrate impartiality, fairness and the ability to respect confidentiality

Requirements and benefits

- Able to commit the time to attend and prepare for meetings – read documents and pre-meet with Chair / Mentor Trustee
- To attend Trustee board meetings and other meetings as required, usually in Reading or using video conferencing
- Benefit from training and development offered by No5
- Benefit from mentorship and support of the wider Trustee group as well as No5 Staff
- Development of leadership skills
- Understanding of commissioned services and experience working with local authority, public and voluntary services
- Opportunity to develop presenting and bidding skills
- Engagement with the operations team and young ambassadors in the development of outreach and preventative projects

Payment and term

**101 Oxford Road
Reading
Berkshire
RG1 7UD**

Registered Charity No: 1171313



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This is an unpaid role and Trustees are not entitled to receive any payment out of the Charity's funds, other than reasonable 'out of pocket' expenses. The normal term is one year. Young Trustees may be considered for reappointment up to a maximum period of six years.

How to apply

Please send your CV and short introduction via email to Carly Newman at: carly.newman@no5.org.uk with 'Young Trustee' in the subject heading.

Closing date for applications: 31st August 2022.

No5 is committed to equal opportunities and the promotion of diversity and inclusivity.

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