

Saxton Bampfylde



APPOINTMENT OF CHAIR

APPOINTMENT BRIEF

JULY 2019



INTRODUCTION FROM THE CHIEF EXECUTIVE

Thank you for your interest in the role of Chair of London Youth.

London Youth is a charity on a mission to improve the lives of young people in London, challenging them to become the best they can be.

We've been championing good youth work for over 130 years.

Across London, all young people need opportunities outside education and the home to have fun with their friends, to be healthy and creative, to make positive change in their communities and to shape the kind of city they want for the future.

Together with our network of over 480 community youth organisations, we create opportunities for tens of thousands of young Londoners each year through our sports development, employability, social action, arts and outdoor education programmes.

In every London borough, programmes and projects are run by our members who, every day and most evenings, provide services which are open to all. They provide a safe place where young people can express themselves, receive the support they need and have fun.

With local authority funding greatly reduced and activities for young people being lost as a direct result, it is more important than ever to invest in our network, youth workers and the young people they support.

Rosemary Watt-Wyness

Chief Executive, London Youth

@WattWyness





THE ORGANISATION

We are London Youth, a charity on a mission to improve the lives of young people in London. Last year, we worked with over 27,000 young people through our sports development, employability, youth action, arts and outdoor education programmes. Our work gives young people access to opportunities they might not otherwise have had.

We do this with, and through, our network of over 480 community youth organisations and at our two residential centres. We look to work with all young people, focusing particularly on those who wouldn't otherwise have access to the kind of opportunities we offer.

Our **vision** is that all young Londoners grow up healthy, able to express themselves, navigate a fulfilling career and make a positive contribution in their communities.

Our **mission** is to support and challenge young people to become the best they can be; developing their confidence, resilience and relationship skills.

Because good youth work works.

We deliver our mission through four strategic objectives:

1. **Membership Development** – Developing, training, connecting and quality assuring our membership network to deliver good youth work.
2. **Opportunity** – Creating a broad and inclusive range of quality opportunities for young people in social action, sports development, employability and outdoor education.
3. **Voice** – Ensuring our expertise and the on-the-ground voices of youth workers and young people are reflected in public policy, practice and opinion.
4. **Best we can be** – Being the best we can be ourselves; fundraising effectively, financially robust and a great place to work.

And we strive to act in line with our four simple principles:

- **Honesty** – about what works (and what doesn't) and we learn from our mistakes
- **Collaboration** – with each other, young people, our members, and the world beyond
- **Improvement** – committed to continual improvement
- **Fun** – because we think people learn best when enjoying themselves



THE ROLE

Context

Julian Beare has served on the Board of Trustees since 2011 and as Chair since 2013. With Julian's term of office ending in March 2020, we are now looking for outstanding candidates for our next Chair.

We are looking to appoint a Chair of Trustees who will demonstrate a commitment to the Vision and Principles of London Youth. This person will act as a passionate ambassador for the charity, in partnership with our Chief Executive, Rosemary Watt-Wyness, and President, Sir Kenneth Olisa OBE.

We are seeking someone with very strong networking skills, willing to use their connections and influence to advance the organisation's mission and to support fundraising efforts. The Chair will lead a committed and diverse Board of Trustees, ensuring proper governance of the charity.

The Chair will have the opportunity to really shape and support a significant youth charity, which has a demonstrable impact on the lives of young people across London.

Trustee Board

The Trustee Board is made up of a wide and diverse range of experts, drawn from across our network of member clubs, our youth advisory board, and of course from the wider business and public sector community in London; giving us a hugely talented governance group. Our staff team is similarly expert and capable with commitment to great youth work at all levels. The Chair has a huge amount of support to meet the demands of this exciting role.

London Youth has a Trustee Board currently consisting of 15 Trustees. Three members of our Youth Advisory Board, although not legally Trustees, attend our Board and participate in meetings. There are three sub-committees of the Board of Trustees, to which Trustees may be nominated from time-to-time, responsible for Finance, Assurance and

Nominations. The Chair attends all committees. The Chair also sits on the Board of the subsidiary trading companies and two charities administered by London Youth.

The Trustee Board has delegated authority to the Nominations Committee, and the Chair of the Nominations Committee and the Deputy Chair, to review the Chair's performance.

KEY RESPONSIBILITIES

Strategic leadership

- The Chair will hold the Board and Executive Team to account for the charity's mission and vision, ensuring that the Board of Trustees operates within its charitable objectives.
- The Chair will provide inclusive leadership to the Board of Trustees, so that that each Trustee fulfils their duties and responsibilities for the effective governance of the charity.
- The Chair will contribute actively to the Board of Trustees and its subcommittees, setting a clear strategic direction for the charity, as well as agreeing overall policy, goals and targets.
- The Chair will evaluate performance against agreed targets, ensuring that the organisation has maximum impact for young people and London Youth members.
- The Chair will enable the Board of Trustees to regularly review major risks and associated opportunities, and satisfy itself that systems are in place to take advantage of opportunities, and manage and mitigate the risks.
- The Chair, along with the Board of Trustees, will ensure that the organisation remains in good financial health, and that robust financial control and accountability systems are in place and maintained.

External Relations

- The Chair will act as an ambassador and public face of the charity, in partnership with the Chief Executive. They will help shape strategy and will need to have the networking skills and connections to progress that strategy.
- The Chair will maintain a close relationship with our President and Patron, working with our President to build key relationships that further our mission and actively secure funds.
- The Chair will act as a spokesperson for the organisation and for the cause when appropriate.

Governance

- The Chair will, together with the Board of Trustees, ensure that London Youth complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- The Chair will ensure that the entire Board of Trustees works within policies adopted by the charity including the Trustee Code of Conduct.
- The Chair will work with the Nominations Committee to evaluate the performance of the Board of Trustees and ensure that it incorporates the right balance of skills, knowledge and experience.
- The Chair will ensure that the Board of Trustees is regularly refreshed and reflects the wider population.
- The Chair will develop the knowledge and capability of Trustees.
- The Chair will encourage positive change where appropriate and address and resolve any conflicts within the Board.

Efficiency and effectiveness

- The Chair of Trustees is responsible for running board meetings effectively and efficiently, determining the agenda with the Chief Executive and ensuring that meetings are productive, enabling all Trustees to participate fully in discussions.
- The Chair will bring insight to the decision-making process, ensuring that decisions are strategically aligned and taken in the best, long-term interests of the charity.
- The Chair will then monitor that decisions taken at meetings are implemented, and that the Board of Trustees takes collective ownership for these decisions.
- The Chair will foster and maintain constructive relationships with and between the Trustees.

Relationship with the Chief Executive and the wider management team

- The Chair will support, and, where appropriate, challenge the Chief Executive and ensure that the Board functions as a unit and works closely with the entire Executive of the charity to achieve agreed objectives.
- The Chair will establish and build a strong, effective and collaborative working relationship with the Chief Executive in line with our principles.
- The Chair will conduct an annual appraisal for the Chief Executive, ensuring that the Chief Executive has the opportunity for professional development as well as appropriate external professional support.
- The Chair will liaise with the Chief Executive with regard to London Youth's activity, with regular review of the long-term strategic aims and objectives, while respecting the boundary of the role.





PERSON SPECIFICATION

The successful candidate will ideally bring the following qualities:

Personal qualities

- Demonstrate a strong and visible passion and commitment to young people's development and London Youth;
- Exhibit excellent interpersonal and communication skills;
- Strong networking and ambassadorial skills;
- Ability to build relationships and connections with influential people and willing to use them for the benefit of the charity – to advance the charity's mission and to support fundraising;
- Personal gravitas, strong independent judgement and integrity;
- Ability to commit the time to conduct the role well.

Experience

- Successful track record of operating at a senior strategic leadership level within an organisation;
- Significant experience of chairing meetings and events;
- Knowledge of, or interest in, charity governance and working with or as part of a Board of Trustees;
- Experience of external representation and influencing stakeholders;
- A track record of commitment to promoting equality, diversity and inclusion.

Knowledge and skills

- Leadership skills and ability to foster a purposeful, collaborative team environment on the Board of Trustees;
- Knowledge of, or interest in, the voluntary sector and current issues affecting young people;
- Financial management expertise and a broad understanding of charity finance issues;
- Understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.



TERMS OF APPOINTMENT

- The Chair - and board members - are appointed to serve a three-year term and are eligible for re-appointment for two additional terms. The Chair is elected annually at the AGM, based on nominations from the Trustee Board.
- The Chair will be able to commit an average of 2-3 days per month to the role. The Trustee Board meets five times per year.
- This is a voluntary role although reasonable travel expenses may be claimed.

HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to **London Youth** on this appointment.

Candidates should apply for this role through our website at **www.saxbam.com/appointments**, using code **BAGARA**.

Click on the **'apply'** button and follow the instructions to upload a CV and cover letter.

The closing date for applications is noon on **Friday 30th August 2019**.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please **do not** include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.



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