



Alliance for Youth Justice Board Recruitment pack

Message from our chair and chief executive officer

Dear Applicant

Many thanks for your interest in becoming a trustee. We are delighted that you're interested in joining the [Alliance for Youth Justice Board of Trustees](#).

We bring together over [75 organisations](#) advocating for and with children to drive positive change in youth justice in England and Wales. Commendable progress has been made in recent years towards a child centred approach in youth justice but work is still needed to ensure that the youth justice system is underpinned by social justice, children's rights and focused on positive long-term outcomes. We are committed to platforming the knowledge and expertise of our members and amplifying the voices of children and young people to champion approaches that enable all children to reach their potential.

This is an exciting time to join the Alliance for Youth Justice. For more than [30 years we have been advocating for children](#) involved in the youth justice system and this year we became a registered charity which offers opportunities to further build on our work. We have coproduced, with our members, a briefing for the new government setting out three policy priorities - ensuring a safeguarding response to vulnerable children, ending racial injustice, and guaranteeing that custody is a last resort - and we are working to make the case for these with decision makers. In 2025 we will be working to develop our strategic plan for 2026 onwards.

The expertise and engagement of our board is essential to our success. Due to recent and planned retirement of trustees, we are looking for three trustees who share our passion for social justice and children rights. We are seeking a **treasurer and two trustees**. We are particularly seeking trustees **with knowledge and experience in charity finance, fundraising and communications and influencing**.

As an organisation committed to anti-oppressive practice and anti-racism we recognise the need to consider and rebalance where power lies and we are particularly keen to hear from applicants who are:

- **Racially minoritised**
- **From working class or intermediate socio-economic backgrounds**
- **Aged 18-34**
- **Have lived experience of the youth justice system**
- **Female**

We also aim for 50% of our board members to be representative of our membership and we are therefore also keen to receive applications from **representatives of Alliance for Youth Justice members**.

We hope this recruitment pack inspires you to want to join our board and thank you for your interest.

Best wishes

Lesley Tregear
Chair of Trustees

Jess Mullen
Chief Executive Officer

About the Alliance for Youth Justice

Our Vision

A society that promotes social justice and enables all children to reach their full potential.

Our Mission

We advocate for and with children to drive positive change in youth justice.

Our Purpose

We bring together the expertise of our members and provide ways for them to collectively shape decision-making.

The Alliance for Youth Justice (AYJ) brings together over 75 organisations, advocating for and with children to drive positive change in youth justice in England and Wales.

Our members range from large national charities and advocacy organisations, to numerous smaller grassroots and community organisations. We bring together the expertise of our members and provide ways for them to shape decision-making. We work to influence policy, legislation and practice to address issues affecting children caught up in crime.

We advocate for distinct systems, services and support that treat children as children first and foremost - underpinned by social justice, children's rights and a focus on positive long-term outcomes. We aim to promote widespread understanding about the underlying causes of children coming to the attention of the criminal justice system, and champion approaches that enable them to reach their full potential.

Our values

We put our values into practice in all that we do at the Alliance for Youth Justice, providing the foundations for our relationships with children and young people, our members, partner organisations and all those we engage with.

Across all our work we strive to be:



Collaborative

As an alliance, we believe that our collective influence is far greater than the sum of its parts. Our network is underpinned by a collaborative approach and aims to develop new partnerships to further our objectives. We recognise that there is not a level playing field when it comes to delivery of services.



Child-centred

We amplify the views of children and young people and centre their interests, rights, and wellbeing. Rather than promoting a particular service or intervention, we press for change in the best interests of children and young people. We recognise difference and that not all under 18's are impacted in the same way and that racial disproportionality exists in criminal justice system.



Anti-discrimination

We work to ensure that equity and anti-discrimination informs all thinking about youth justice and our own work as an alliance. We recognise the impact of discrimination and stand up against the oppressive structures, attitudes and actions that create disadvantage in society.



Credible

Our work is informed by robust research, data, and analysis. We work with our networks to develop the evidence-base to inform long-term solutions, rooted in the experience of our members and the children and young people they work with.



Independent

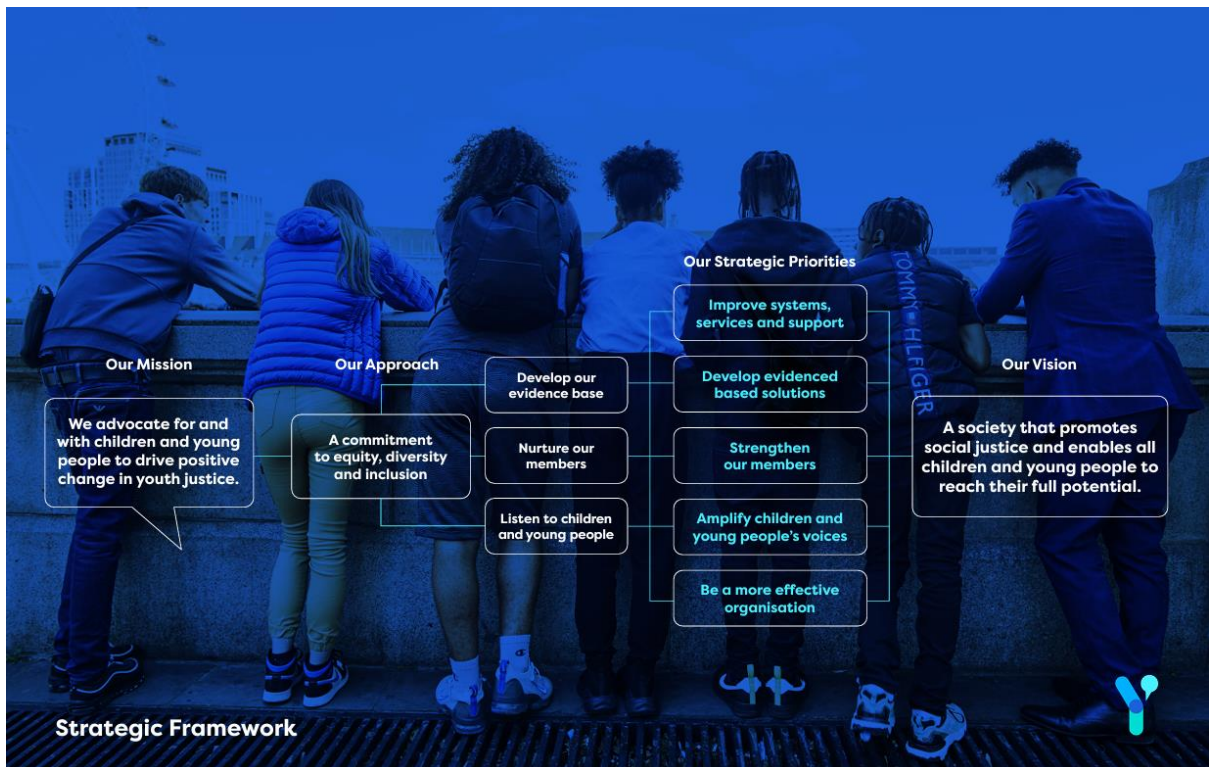
We believe in the importance of speaking truth to power and holding the government to account. We do not accept government funding or deliver government-commissioned work. We recognise the lack of trust that many of our communities have in institutions that have continued to fail them.



Tenacious

Strongly committed to our principles, we have courage in advocating for change and we don't give up. Our principles around anti-racism and youth justice are non-negotiable.

Our strategy



Read **Reimagining Youth Justice**, our full strategy for 2023-205 [here](#).

Role descriptions

Due to recent and planned retirements we are seeking **a treasurer and two trustees** to join our [board of trustees](#).

Trustees have independent control over, and legal responsibility for, how the Alliance for Youth Justice is governed.

They play a very important role in making sure that the charity is run effectively, that it is helping the people it is supposed to in the best way possible, and that it is using its funds wisely and appropriately.

The day-to-day running of the organisation is delegated to the Chief Executive who develops strategic objectives, plans and budget, for the approval of the Board.

Trustees also act as ambassadors for the charity, helping to raise awareness and, where possible, funds.

Trusteeship can be rewarding for many reasons – from knowing that you are making a difference to the charity's cause, to new experiences and relationships.

The most effective trustee boards are ones which benefit from having trustees with a wide range of backgrounds, experiences and skills.

We are particularly seeking trustees with **knowledge and experience in charity finance, fundraising or communications and influencing**.

As an organisation committed to anti-oppressive practice and anti-racism we recognise the need to consider and rebalance where power lies and we are particularly keen to hear from applicants who are:

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Time commitment

Trustees are required to attend four Board meetings per year and the Annual General Meeting as well as relevant sub committee and/or task and finish group meetings. Board meetings are held in London, reasonable expenses are reimbursed, and there are opportunities to attend some meetings remotely. Sub committee and task and finish group meetings are held remotely.

Board members also participate in the life of the organisation between board meetings, providing ad-hoc support to the staff team and acting in an ambassadorial role for the AYJ. We also welcome trustees' attendance at quarterly members meetings.

Trustees serve for terms of three years, which may be renewed for a second consecutive term of three years.

Alliance for Youth Justice Trustee role description

Trustee role description

- Support the AYJ in pursuing its stated objectives and purposes by defining its goals, developing, and agreeing a long-term strategy and evaluating against agreed targets.
- Contribute to the effective and efficient administration of the AYJ, ensuring relevant policies and procedures are in place.
- Support the financial stability of the AYJ and good stewardship of AYJ resources.
- Manage any conflicts of interest with personal interests or loyalty to any other person or body
- Safeguard the name and values of the organisation.
- Actively prepare for and participate in board meetings and all other aspects of the role.
- Ensure that the organisation complies with its articles of association.
- Ensure the organisation demonstrates appropriate accountability to its members.
- Ensure the organisation complies with charity law, company law and any other relevant legislation or regulations.
- Follow proper and formal arrangements for the appointment, supervision, support, appraisal and remuneration of the chief executive.
- As well as the statutory duties above, each trustee should use their specific skills, knowledge and experience to help the board reach sound decisions.

Trustee Person specification

Essential

- Commitment to the organisation, its objectives and values, social justice and bringing about positive change for children and young people
- A genuine interest in and understanding of the issues affecting children in the youth justice system
- Good communication and interpersonal skills, with the ability to engage with people from a range of backgrounds and develop collaborative relationships
- A willingness and ability to devote the necessary time and effort to the requirements of the board
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- Strong team player, who respects and values the views of others and is able to speak their mind with tact and diplomacy
- A willingness to understand and accept the legal duties, responsibilities, and liabilities of Board Membership

Desirable

- Understanding and experience of charity finance
- Understanding and experience of business development and fundraising
- Understanding and experience of strategic communications and policy influencing

Alliance for Youth Justice Treasurer role description

Treasurer Role description

In addition to the general responsibilities of a trustee, duties of the treasurer include the following.

- Guide and advise the Board of Trustees in the approval and review of annual budgets, accounts, financial statements and investments.
- Guide and advise the Board of Trustees on the financial implications of the strategic and business plans of the AYJ.
- Liaise with and provide strategic advice to support the chief Executive Officer's day-to-day financial management of the organisation.
- Act as a counter signatory on bank accounts and relevant applications to funders or other legal documents.
- Ensure that appropriate accounting procedures and key internal financial controls are in place.
- Ensure that the charity has an appropriate reserves policy.
- Ensure that the accounts are prepared and disclosed in the form required by funders and the relevant statutory bodies. For example, the Charity Commission and the Registrar of Companies.
- Ensure that the accounts are scrutinised in the manner required and any recommendations are implemented. For example, via an independent examination or audit.
- Keep the board informed about its financial duties and responsibilities.
- Chair the financial sustainability sub-committee and through this committee contribute to the financial sustainability and fundraising strategy of the organisation to ensure its financial resources meet its present and future obligations.
- Make a formal presentation of the accounts at the annual general meeting. Drawing attention to important points in a way that's coherent and easily to understand.

Treasurer Person specification

In addition to the person specification for a trustee, the treasurer should have the following qualities.

- Financial qualifications or equivalent professional experience.
- Good understanding of charity finance.
- Ability to analyse proposals and examine their financial consequences.
- Being prepared to make unpopular recommendations to the board.
- A willingness to be available to staff for advice and enquiries on an ad hoc basis.

How to apply

We want to make it as easy as possible for you to apply and tell us about yourself and why you are interested in joining us. You can do this in any format you wish – this may be a letter, a video, or a poster. We have no strict format as to what to include, but here are some questions to guide you:

- *Why do you care about our mission?*
- *What would you like to gain from this experience?*
- *Why do you want to be a trustee?*
- *What can you bring to the board including any knowledge and experience you have of charity finance, fundraising, or strategic communications and influencing?*

On a CV we value any experiences, and you do not need to have previous experience as a trustee. We welcome any reasonable adjustments to the CV format, for example, a video instead is perfectly fine.

Send your expression of interest and your CV to recruitment@ayj.org.uk by **9am on 9th December**. In the subject line, specify whether you are applying to be treasurer or a trustee.

Eligibility

The Alliance for Youth Justice actively seeks to recruit people from a range of diverse backgrounds, and this includes people with lived experience of the youth justice system, including those with criminal records.

However, the Charity Commission has rules on who can and cannot be a trustee or be employed in certain senior managerial roles in charities. These rules are known as the 'automatic disqualification' rules. Where the automatic disqualification rules apply, they have the effect of 'disqualifying' that individual from being a trustee or working in certain senior managerial roles in charities. However, it is possible to apply for clearance from the Charity Commission. This is known as applying for a waiver.

There are over 11 million people with a criminal record and the vast majority will not be affected. For example, unless a person is on the sex offenders register, if their conviction is spent under the Rehabilitation of Offenders Act 1974 then it doesn't prevent them under these rules. There is guidance on these rules from the [charity Unlock](#) and the [Charity Commission](#).

To ensure a fair and open recruitment process, we will only ask you about your eligibility to become a trustee after we have decided that we would like you to join the board.