

The logo consists of a green speech bubble shape with a tail pointing towards the bottom left. Inside the bubble, the words "YOUTH CONCERN" are written in a bold, purple, sans-serif font.

**YOUTH
CONCERN**

**FUNDRAISING TRUSTEE
CANDIDATE PACK**



Chair's Welcome Letter

Dear Candidate

It is with great pleasure and excitement that I extend my warmest welcome to you as a potential Fundraising trustee for our charity. Your interest in and dedication to supporting young people in Aylesbury Vale is welcomed, and we are thrilled at the prospect of having you join our team.

At Youth Concern, we create spaces where 13-25 year olds can feel safe, be real and thrive. We recognise that there will always be more to do, as the ongoing demands continue.

As a trustee, you will play a pivotal role in shaping the future of our organisation and the lives of those we serve. Your expertise, passion, and fresh perspective will be invaluable assets as we navigate challenges, seize opportunities, and continue to make a meaningful difference in the lives of Aylesbury Vale's young people.

We are seeking a Fundraising Trustee to help us enhance and increase our overall fundraising.

Your commitment to our cause will be met with unwavering support and appreciation from my fellow trustees and our dedicated executive team.

I invite you to embark on this journey with us - a journey filled with hope, compassion, and boundless possibilities. Together, we can create a brighter, more inclusive future for young people to live with confidence, purpose and possibility.

I hope you find enough information in this pack to pique your interest. If you would like to have an informal conversation, please contact the TrusteeWorks team who will be happy to arrange a call (voice or video) with me.

I look forward to hearing from you.

Roger Dix
Interim Chair, Trustee, Company Secretary,
Youth Concern

About Us

Youth Concern works with 13-25 year olds across Aylesbury Vale, Buckinghamshire

Youth Concern is an independent charity based in Aylesbury Vale, Buckinghamshire that supports 13-25 year olds. We are inclusive; we aim to support all 13-25 year olds, but specialise in helping those facing additional challenges. In running a Drop-in Centre, counselling and homelessness prevention projects, Youth Concern delivers real benefits for young people with multiple needs. The sum of Youth Concern is greater than its parts. Youth Concern's vision is that 13-25 year olds in Aylesbury Vale feel safe, seen and supported to live with confidence, purpose and possibility.

Our purpose is to create spaces where young people can feel safe, be real and thrive.



Our Services

Youth Concern's current strategy pledges that as a result of interacting with Youth Concern, Aylesbury Vale's 13-25 year olds will

- be better able to access or remain in education, training and employment
- be better able to live as independently as possible
- have better mental and physical health.

Our **Drop-in Centre** is Youth Concern's front door. Young people access our music studio, gaming, pool and table tennis tables. We provide meals and food parcels, access to Wi-Fi and laptops. Through small group work and 1-1 sessions, we provide independent living advice, financial guidance, housing support and healthy living resources.

Youth Concern provides **counselling**, free of charge, to 13-25 year olds. We receive referrals from young people directly, adult mental health services, social care, schools, charities and CAMHS. The statutory services value not only the psychological support we offer, but also our practical and holistic support. We are the only agency able to respond in this way in Aylesbury Vale.

Nine young people at a time live with us at our **Next Step Project**. In central Aylesbury, our supported accommodation project helps previously homeless 18-25 year olds learn how to live independently.

Read a summary of our current strategy [here](#).

Click [here](#) to watch a short film summarising our strategy – and hear where 'our' young people wanted to be in 3 years' time!

We are working on our new strategy that will launch on 1st October 2025.

Youth Concern's message to 'our' young people is this: 'We are proud to be here and to be able to walk your journey with you. You deserve better, so we will campaign and strive so you can feel safe, feel seen, and be supported to live with confidence, purpose and possibility'.

Thank you for your interest

Thank you for your interest in supporting young people in Aylesbury Vale, Buckinghamshire. We are thrilled at the prospect of having you join our team.

At Youth Concern, we create spaces where 13-25 year olds can feel safe, be real and thrive. We recognise that there will always be more to do, as the ongoing demands continue.

As a trustee, you will play a pivotal role in shaping the future of our organisation and the lives of those we serve. Your expertise, passion, and fresh perspective will be invaluable assets as we navigate challenges, seize opportunities, and continue to make a meaningful difference in the lives of the Vale's young people.

Youth Concern

In running a Drop-in Centre, counselling and homelessness prevention projects, Youth Concern delivers real benefits for young people with multiple needs. The sum of Youth Concern is greater than its parts.

Our vision is that 13-25 year olds in Aylesbury Vale feel safe, seen and supported to live with confidence, purpose and possibility. Our purpose is to create spaces where young people can feel safe, be real and thrive.

Why should you apply?

Youth Concern believes every young person has the right to be fed, to a safe home, to a good education and later, to employment. In becoming a trustee, you will be helping young people thrive. And because:

- you believe a few hours a month, working for young people, is a good investment of your time;
- you want to give something back;
- your skill set will benefit a growing local charity;
- you want to be part of Youth Concern's success story.

About the Trustee Role

We are seeking a Fundraising Trustee to help us enhance and increase our overall fundraising. Youth Concern is in a good financial position with healthy reserves and a mature and successful grant fundraising programme. We would like to broaden and diversify our income generation through individual giving, major donors, corporate, community and events. When a new site is identified, Youth Concern will launch a capital appeal.

We are a small and stable board. After nine years on the board, our current fundraising trustee will step down in 2025.

Role summary

- To support the CEO in their grant and individual fundraising work and oversee the organisation's fundraising plans and strategy
- To ensure fundraising remains an organisational priority at all times and all fundraising work is legally compliant and executed to a high standard
- To provide guidance and advice to the trustee board on fund raising generally
- To oversee organisational fundraising and ensure it is carried out in legal, best practice, transparent and accountable ways.

Main responsibilities of the fundraising trustee

- A good understanding of fundraising, an ability to monitor progress and hold fundraisers to account and to ask the right questions about fundraising strategy and implementation.
- Strategically assess where fundraising fits into the overall organisation strategy and to work with staff to ensure effective income generation is being achieved.
- Contributing knowledge of fundraising techniques and strategies, understanding results and approving budgets with real insight.
- Carry out risk assessment at every fundraising stage, especially when considering new or ambitious fundraising strategies.
- Act as a spokesperson and network on behalf of the charity.
- Support and encourage the fundraising team in their work and to design and facilitate the organisation's approach to fundraising.
- Be an active champion of the organisation.
- Encourage an entrepreneurial fundraising culture and assess the cost benefit ratio of each planned type of fundraising.

Qualities of a fundraising trustee

Essential

- Someone with sufficient fundraising/income generation knowledge and/or business development background.

- An understanding of the UK charity sector, good governance, Charity Commission, Companies House requirements, relevant legislations and statutory requirements.
- A thorough understanding of the Code of Fundraising Practice.
- An understanding of the challenges facing medium sized charities in the UK in maximising income streams and donor cultivation.
- Experience of diverse fundraising practices, including trusts and foundations, individual giving, major donors, corporate, community and events.
- Excellent networking skills, influencing and communication skills.
- Experience with staff management at a senior level professional.

Desirable

- Knowledge of the voluntary sector.
- Knowledge of digital or social media to analyse communication tools in support of fundraising.
- Experience of a capital appeal.
- Experience of earned income opportunities, which could include social enterprise.

Responsibilities of all trustees

- Support Youth Concern's purpose, vision, goals and activities.
- Awareness of the context Youth Concern operates within.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are identified, monitored and controlled effectively.
- Provide support and challenge to Youth Concern's Chief Executive in the exercise of their delegated authority and affairs.
- Keep abreast of changes in Youth Concern's operating environment.
- Contribute to regular reviews of Youth Concern's governance.
- Attend board meetings, adequately prepared to contribute and facilitate discussions.
- Use independent judgment, acting legally and in good faith to promote and protect Youth Concern's interests, to the exclusion of their own personal and/or any third party interests.
- Contribute to the broader promotion of Youth Concern's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

Essential qualities and attributes of all trustees

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Enthusiasm for our vision and mission.
- Willingness to lead according to Youth Concern charity values.

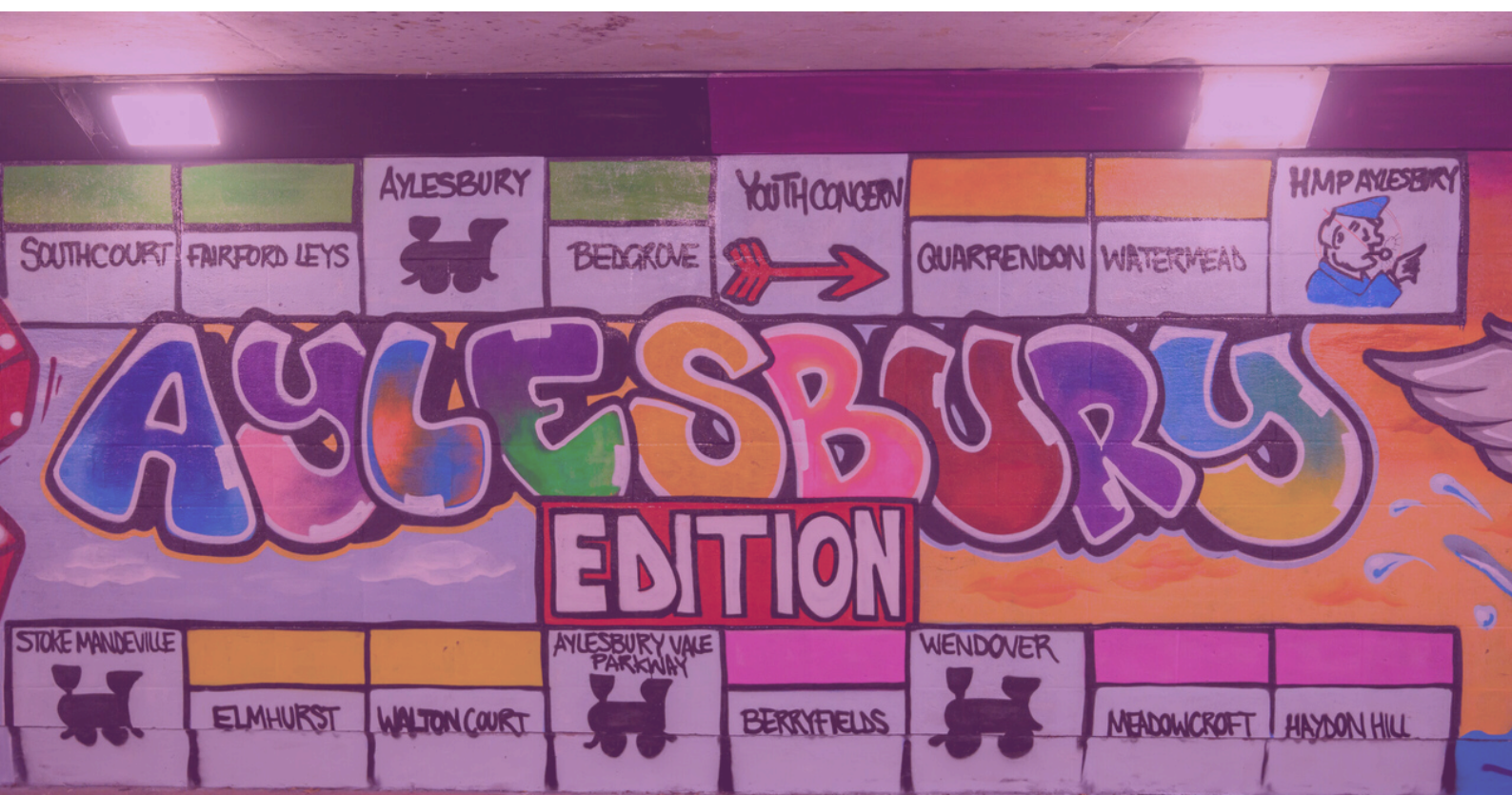
Terms of Appointment

Terms of office

- Trustees are appointed for a 3-year term of office, renewal for 2 further terms to a maximum of 9 years.
- This is a voluntary position, but reasonable expenses will be reimbursed.

Time commitment (estimated at one day per month)

- Attend 6 board meetings annually. Currently meetings are held in person, with the option to attend remotely.
- Attend sub-committees, once every two months.
- Scheduled meetings as required with the CEO with flexibility to respond swiftly to the occasional ad hoc fundraising related issue.
- Attend an annual half day strategy session.



How to Apply

The TrusteeWorks team at Reach Volunteering are supporting Youth Concern with their Trustee recruitment. Applications should be made via TrusteeWorks in the first instance.

To apply please submit your CV along with a covering letter stating why you wish to join the organisation and how your skills and experience would add value to the board.

Please send applications and enquiries to:

trusteeworks@reachvolunteering.org.uk

Applications will be accepted until 9:00am on Monday 7 July 2025

Interviews will take place on Mondays 14 and 21 July 2025

