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YSS Trustee Recruitment Pack

April 2024

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A welcome from the Interim Chair and Managing Director of YSS

Thank you for your interest in becoming a Trustee at YSS

About YSS

YSS is a registered charity established in 1986, providing support to individuals across Worcestershire, Warwickshire, Herefordshire, Telford, and Shropshire. Annually, we work with approximately 2,000 people and our services span the criminal justice system, children's services, and health and social care. Our funding comes from a variety of sources, including statutory contracts, charitable trusts, and generous private donors, and we are often described as the 'glue' between those at risk of social isolation and the wider community.

Our mission is to help people facing life difficulties by providing practical and emotional support. We have specialised expertise and experience of supporting people involved in the criminal justice system, veterans, young carers and those most poorly served by public and statutory services.

Our aim is to enable and empower people who face significant life challenges to feel safe, have the opportunity to thrive and to realise their potential. As an organisation we do this through strong governance and leadership from an extremely capable and committed Board and Senior Management Team.

In 2020, as part of our 5-year strategy, we developed our Theory of Change to articulate the impact we want to achieve, and, in 2022, we invested in a new IT structure and CRM to enable us to record and report on outcomes, outputs and our service user journey. We continue to adapt and build on these core functions.

We currently have a paid staff body of 25 and an annual income of circa £1m and we are proud to have HRH The Princess Royal as our patron.

Our recently appointed Managing Director, Debb Grantham, has been with the organisation for over 20 years and in a recent organisational meeting stated: *"You don't stay with an organisation for this long unless it's a pretty special place to work and YSS isn't just pretty special, it's an incredible organisation that I am honoured to be part of."*

Everyone at YSS is incredibly proud of the work we undertake, and our Trustees, staff and volunteers are committed to making a difference.

YSS is currently embarking on an exciting journey of growth and development, and we are seeking a dedicated and passionate individual to join our Trustee Board. As we aim to deepen our reach and strengthen our impact within local communities, we are committed to finding a new Trustee who shares our values and beliefs.

We hope our recruitment pack and our website will give you a greater understanding about YSS and what we do, and we look forward to hearing back from you.

With best wishes



Fiona Charny (Interim Chair)



Debb Grantham (Managing Director)

Our Trustees

We are looking for a Trustee who can help us strengthen and deepen our reach with stakeholders, communities, and funders.

Ideally you will have some professional experience within the third sector or a personal connection with what we do. However, wherever you are now, you will recognise how significant our organisation is within our community and will share our desire to further strengthen our impact and ensure we continue to be a sustainable provider of services to people with complex needs.

Key Attributes We Seek in Trustees:

- **Commitment to the YSS Mission:** A keen belief in YSS's mission of fostering independence and empowerment is vital. We believe our Trustees should be driven by a passion for effecting positive change in people's lives.
- **Integrity and Ethical Conduct:** Upholding the highest standards of integrity, transparency, and accountability is non-negotiable. Trustees must embody honesty and ethical behaviour in all endeavours.
- **Strategic Thinking:** Effective trustees possess strategic foresight and the ability to analyse complex issues. They contribute valuable insights to shape YSS's long-term direction and goals.
- **Leadership Skills:** Demonstrating strong leadership qualities is essential. Trustees should inspire others, foster collaboration, and proactively identify opportunities and challenges.
- **Financial Awareness:** Understanding financial matters is crucial for fulfilling a Trustee's financial responsibilities to the organisation. Trustees should actively review financial reports and plans to ensure YSS's financial health.
- **Diversity and Inclusion:** YSS serves diverse communities, and we value diversity in our Trustees. Commitment to promoting equality, diversity, and inclusion is paramount.
- **Effective Communication:** Trustees should possess strong communication skills, articulating ideas clearly and engaging with stakeholders effectively.
- **Collaborative Approach:** Operating through collaboration is a hallmark of YSS. Trustees should be team players, working collaboratively towards common goals.
- **Adaptability and Resilience:** Trustees should be adaptable and resilient in navigating change and uncertainty while staying focused on the organization's mission.
- **Commitment and Availability:** Serving as a trustee requires dedication of time and energy. Trustees must commit to attending meetings, participating in discussions, and engaging in relevant activities.

Principal responsibilities

- Provide strategic direction.
- Monitor performance.
- Ensure compliance.
- Safeguard reputation and values.
- Ensure financial viability.
- Contribute to MD's appointment, support, and performance monitoring.
- Participate in appraisal, recruitment, and disciplinary panels.

Desirable Areas of Skills and Experience:

- ICT and digital transformation
- Legal
- Safeguarding
- Criminal Justice
- Social Care or Social Enterprise
- Accountancy and financial planning/reporting
- Organizational Management
- Human Resources
- Community Development
- Balancing conflicting views sensitively
- Networking and relationship-building
- Commitment to the charity's vision and values
- Strong leadership with credibility and enthusiasm
- Effective decision-making and independent judgment

Summary of the Role: As a Trustee, you'll be responsible for setting strategic aims, objectives, and direction. You'll ensure YSS achieves its objectives, represents stakeholders' interests, and act as an ambassador for the charity.



Structure, Governance, and Management: YSS is governed by its Memorandum and Articles of Association. The Board delegates responsibility for day-to-day management to the Managing Director, aided by the Senior Management and Leadership Team.

Strategy: YSS has a broad 3-year strategy linked to our organizational Theory of Change. Bi-annual strategic reviews are undertaken by the Trustees and Senior Management Team.

Priorities for 2024-2025:

- Implementation of impact measurement metrics
- Creation of staff and service user forums
- Focus on income sustainability and relationships with local authorities and funders
- Further development around our social value strategy

Current Board and Leadership Team

The Board (Trustees):

- Chair vacant
- Interim Chair Lady McFarlane (Susanna) DL (Lead for Safeguarding)
- Jared Whitehouse (Lead for Finance)
- Fiona Charny
- Nerys Thomas

Senior Management & Leadership Team:

- Deborah Grantham (Managing Director)
- Stuart McCulloch (Head of Resources / Deputy MD)
- Lia Palios-Hayden (Operations Manager)
- Cass Roberts (Service Manager)
- Andrew Prince-Burns (Service Manager)

Terms of Appointment

Tenure: All Board members will be elected for an initial term of one year, after which they may be eligible for re-appointment for additional three-year terms, for a maximum of 10-year term.

Induction: New Trustees receive a full induction and relevant training.

Remuneration: Trustees are volunteers; the position is unpaid.

Expenses: Reasonable expenses are reimbursed per the volunteer expenses policy.

Time Commitment: 2 days per month. The YSS Board currently meet 6 times a year and holds 2 Audit & Risk committee meetings and up to 2 strategy planning days per year. All board members are encouraged to attend YSS events, including visits from our charity Patron and are welcome to make occasional visits to projects to see first-hand the work of YSS, the people supported, staff and volunteers.

Equality, Diversity and Inclusion: YSS is committed to equality of opportunity, supports and encourages underrepresented groups and values diversity.

Applications: Applicants must be at least 18 years old. Appointment is subject to eligibility in line with The Charity Commission criteria.

Applications: To express your interest, please send your CV and covering letter to stuart.mcculloch@yss.org.uk. Or to arrange an informal discussion contact Debb Grantham at Deb.Grantham@yss.org.uk or on 07989304695.

Trustees are individually and legally responsible for the charity they govern. To find out more, please visit <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

Thank you for considering joining YSS as a Trustee. Your contribution will make a meaningful difference in the lives of those we serve.

