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YSS Trustee Recruitment Pack

January 2025

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A welcome from the Chair and Managing Director of YSS

Thank you for your interest in becoming a Trustee at YSS

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

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

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.

We have developed a Theory of Change to articulate the impact we want to achieve, and 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.

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.

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

With best wishes



Richard Quallington OBE(Chair)



Debb Grantham (Managing Director)



Our Trustees

We are looking for Trustees who can help us strengthen and deepen our reach with stakeholders, communities, and funders. We have a minimum of 3 positions available focussing on the following areas:

- Finance experience – professional operational experience of working within finance, such as overseeing budgets and forecasting
- Criminal Justice - professional operational experience of working within the criminal justice system
- Regional knowledge and experience of Worcestershire, Herefordshire, Shropshire and Telford and Wrekin.

Ideally you will also 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. A commitment to promoting equality, diversity, and inclusion is paramount.
- **Effective Communication and collaborative approach:** Trustees should possess strong communication skills, articulating ideas clearly and engaging with stakeholders effectively.
- **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 and challenge.
- 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.
- Stakeholder & public engagement & marketing.

Desirable Areas of Skills and Experience:

- Commitment to the charity's vision and values
- Analytical and evaluation skills,
- Financial literacy, effective decision-making and independent judgement
- ICT and digital transformation
- Legal & Safeguarding
- Criminal Justice, Social Care or Social Enterprise



- Organisational Management, Human Resources
- Community Development
- Balancing conflicting views sensitively
- Networking, relationship-building and stakeholder engagement
- Strong leadership with credibility and enthusiasm

Summary of the Role: All trustees have a shared responsibility 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.

Support and challenge the management team to deliver the strategic plan of YSS. Always acting in the Charity's best interest with care and skills to ensure the organisation is accountable. This would be accountable to its purpose, staff and volunteers, funders, users and the law.

The trustees have responsibility for helping to ensure the aims and objectives of the charity are aligned with the financial position of the charity and providing guidance on the financial planning and management for the organisation. Specific duties include liaising with the management team on financial matters and supporting any engagement with the charity's auditors or other such regulatory requirements.

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 organisational Theory of Change. Bi-annual strategic reviews are undertaken by the Trustees and Senior Management Team.

Priorities for 2025-2026:

- Review and refresh the current strategy
- 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):

- Richard Quallington OBE Chair
- Lady McFarlane (Susanna) DL (Lead for Safeguarding)
- Jared Whitehouse (Lead for Finance)
- Fiona Charny
- Nerys Thomas
- Gary Woodman

Senior Management & Leadership Team:

- Deborah Grantham (Managing Director)
- Stuart McCulloch (Head of Resources / Deputy MD)
- Lia Palios-Hayden (Operations 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. Reasonable expenses are reimbursed per the volunteer expenses policy.



Time Commitment: 1 day per month. The YSS Board currently meets face to face, 6 times a year with 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 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.

How to apply:

- Deadline for applications is 28th February 2025.
- Applicants must be at least 18 years old.
- Appointment is subject to eligibility in line with The Charity Commission criteria.
- 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.

