

## (A) About Young Enterprise

- Young Enterprise is a national enterprise and financial education charity that works directly with young people and their educators to develop vital skills and mindsets needed to maximise future opportunities and make a positive contribution to communities and wider society.
- We believe that meaningful opportunities, combined with appropriate support, help young people develop and apply an enterprising mindset and skills, and can change their futures. That's why we created our ambitious four-year [No Time Like The Future Strategy](#) to help advance social mobility.
- Our vision is that every young person has the opportunity to apply learning in real and relevant contexts in order to develop the transferable skills and enterprising mindsets that will enable them to navigate future pathways to success.
- At the end of 2022, two years into our 4 year [No Time the Future Strategy](#), we have worked together with 14,816 volunteers, alumni and educators to create 572,525 meaningful opportunities, accessed by 448,904 young people.
- Young Enterprise will be celebrating our Diamond Anniversary in 2023. Over the last 60 years, over four and a half million young people across the UK have been empowered to develop the knowledge, skills and attitudes they need for the world of work.
- We are part of the global network [JA Worldwide](#), which operates in over 120 countries
- We provide the secretariat for [All Party Parliamentary Group on Financial Education](#) for Young People

## (B) Main duties and responsibilities of a Trustee

- To ensure that the Charity complies with its governing document (Memorandum and Articles), charity and company law and other relevant legislation or regulations.
- To ensure that the Charity pursues its objects as defined in its governing document.
- To ensure that the Charity applies its resources exclusively in pursuance of its objects (i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are).
- To contribute actively to the Board of Trustees' role in ensuring that the Charity has a firm strategic direction, clear overall policy, agreed objectives and targets, and monitoring and evaluating performance against those objectives and targets.
- To safeguard the good name and values of the Charity.
- To appoint the Chief Executive Officer and Senior Management Team (SMT) members.
- To monitor the effective and efficient management and administration of the Charity (including the employment, management and welfare of all staff), delegating day-to-day responsibility to the Chief Executive as appropriate.
- To safeguard the financial stability and solvency of the Charity.
- To protect and manage the property of the Charity, including any buildings or other assets, and to ensure the proper investment of the Charity's funds.

In addition to the statutory duties above, each Trustee should abide by the *Good Governance Code of Practice*, using any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve scrutinising Board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the Trustee has special expertise.

The Board of Trustees share and promote the following qualities:

- A passionate enthusiasm for supporting the beneficiaries of the Young Enterprise Programmes and the work of the Young Enterprise Charity.
- The adherence to the [Good Governance: a code for the voluntary and community sector](#): an effective board will provide good governance and leadership by:
  1. Understanding their role
  2. Ensuring delivery of organisational purpose
  3. Working effectively both as individuals and as a team
  4. Exercising effective control
  5. Behaving with integrity; and
  6. Being open and accountable

### **(C) Specific Skills & Experience of Trustee Required – May 2022**

The Young Enterprise Board currently consists of 13 Trustees, all with a passion for employability skills, enterprise and financial education, and each bringing a unique suite of skills and experience to the Charity.

**We are currently looking for a trustee with EDUCATION EXPERIENCE at a senior level e.g. current inspirational Headteacher/recently retired Headteacher/Principal/Thought-leader.**

### **(D) Person Specification Knowledge and experience**

Trustees have determined that it is desirable that the Board should consist of individuals with strong business and social networks and contain a mix of in-depth knowledge of and senior level experience in:

- Young Enterprise programmes as an alumnus or volunteer;
- Education;
- Entrepreneurship;
- Finance, audit and risk management;
- Legal and governance/compliance;
- Technology & IT;
- Sales, marketing and public relations including digital and social media;
- Strategy development and execution;
- Government (central and local), particularly the DFE, Treasury and Number 10:

### **(E) Skills and abilities**

The Board of Trustees has determined that it is essential that Trustees have:

- Excellent communication and interpersonal skills.
- Analytical ability and good independent judgement.
- Capacity for clear, creative and strategic thinking and vision.
- Board level leadership skills combining personal presence and an open, accessible style.
- Understanding and acceptance of the role of a Board of Trustees for a charity (including the legal duties, responsibilities and liabilities of Trusteeship).
- A willingness and ability to devote the necessary time and effort to attend Board and other meetings, including preparing and reading for those meetings, and to participate in the effective governance and management of the Charity.

## **(F) Personal qualities**

- Someone that their Trustee colleagues recognise as experts in their field; who have the personal integrity that leads to their colleagues trusting them
- Commitment to equal opportunities and the promotion of equity, diversity and inclusion.
- Independence of thought and judgment and ability to evaluate and interpret information independently
- Ability to work as a team member

## **(G) Other requirements**

### **Essential**

- To attend Trustee board meetings (6 per year) and other meetings as required, usually in London
- To undertake visits and other Trustee responsibilities as required
- To undertake training and participate in evaluation of the Board's work

### **Time commitment**

Our full Board meets six times each calendar year. Each meeting is three hours in duration other than our strategy day in October which runs for a full day.

In addition, time should be allowed for reviewing papers and travelling to meetings in London as well as the occasional ad hoc requirement for input (usually via email) between meetings.

Should an individual join one of our committees (optional) a further time commitment would be necessary.

### **Payments**

This is an unpaid role and Trustees are not entitled to receive any payment out of the Charity's funds, other than reasonable 'out of pocket' expenses.

### **Appointment term**

The normal term is three years. Trustees may be considered for reappointment up to a maximum period of six years.