



Trustee Role Description

KEY is a charitable incorporated organisation. The trustees are responsible for its governance, setting its strategy and overseeing its operation and use of resources.

Key has been operating since 2015 and built up a growing range of provision for young people (mainly of secondary school age) in Milnthorpe and its surrounding villages. It was established by the churches in the area and has a Christian ethos.

We employ two full-time youth workers and a part time Admin worker, along with a bank of part-timers and volunteers (we also buy-in accountancy and pay-roll services). In seeking to unlock the potential of any young person who engages with us, we place an emphasis on youth participation. We aim for there to be a range of activities and settings which can be fun and engaging and which offer a setting for young people to develop and learn.

Our provision is open access but we intentionally focus on young people who face particular challenges or difficulties. We seek to support them in ways that help each person develop their full potential.

We are looking for Trustees who:

- Have an interest in and commitment to the welfare of young people growing up in our communities
- Identify with our vision and share our Christian values with respect to this work.
- Understand the significance and importance of our commitment to being youth led
- Live in or around the Kent estuary area
- Can bring enthusiasm and interest and/or can offer skills or experience to inform the strategic and governance responsibilities of the Board, in fields such as HR, finance, legal or management.
- Are willing to share with staff and young people in shaping a future that builds on the achievements to date and continues, in changing circumstances, to help young people to fulfil their potential

We will ask you to:

- Attend quarterly Board meetings and occasional other extraordinary meetings if needed.
- Establish and maintain an Enhanced DBS Certificate on automatic annual renewal.
- Do an online refresher training session in Safeguarding and in Health & Safety at least once a year and forward the certificates to the Safeguarding Trustee and our Admin staff.
- Assist in the preparation of applications for funding
- Attend occasional Youth or staff activities or meetings as needed to maintain real contact with the true purpose of KEY.
- Accept an area of particular responsibility either as the lead Trustee or as an assistant