



YOUTH ACCESS

Chair of Finance, Investment and Governance Committee

Role Description

Voluntary | Trustee role

About Youth Access

Youth Access is the national membership organisation for youth advice and counselling services in England. We support and develop our member organisations and champion the value of community-based, youth-friendly services — helping young people get the right help, at the right time.

We are a small national charity with a big reach. Our team is lean, our work is high-impact, and our governance is active and engaged.

The opportunity

We are looking for a new Chair for our Finance, Investment and Governance Committee — a key role that supports our Board to keep Youth Access financially healthy, well-governed and on track.

This is a trustee role, so it is voluntary and unpaid. We are looking for someone who can bring financial expertise and sound judgement — but you don't need to be a charity finance specialist to apply. We welcome applications from people with relevant skills who are new to the trustee world.

What the Committee does

The Committee meets several times a year, ahead of Board meetings. It provides oversight and assurance across four areas:

- Financial management and reporting — budgets, management accounts, reserves

- Investments — oversight of our investment fund and investment manager
- Risk — reviewing our risk register and risk management approach
- Governance and compliance — independent examination, internal controls, and key policies

As Chair, you will lead the Committee's work, bring it together effectively, and report to the Board.

What you will do

- Chair Committee meetings (typically 3–4 per year) and keep discussions focused and productive.
- Work with the Chief Executive to set the agenda and ensure the right information is available.
- Report to the Board on the Committee's work.
- Provide challenge and support to staff on financial and governance matters.
- Help ensure the Committee's terms of reference remain fit for purpose.
- Contribute to the wider work of the Board as a trustee: see [trustee role description here](#).

What we are looking for

Essential

We need someone who has:

- financial literacy — you can read accounts, understand a budget and ask the right questions about financial performance;
- sound judgement — you can identify what matters, weigh risk, and know when to escalate;
- good interpersonal skills — you can chair a meeting well, bring people with you, and communicate clearly;
- commitment to Youth Access's mission — you believe in the value of accessible, community-based support for young people.

Desirable

It would be helpful (but not essential) if you also have experience in one or more of:

- charity finance, accounting or audit;
- investment oversight or fund management;
- charity governance or compliance;
- risk management.

We know that charity Boards lack diversity. This is something we'd like to play a part in addressing through this process. Driving equity in services for young people is a core part of our strategy and essential to achieving our vision. That also means continuing our own journey as an organisation committed to tackling inequalities, including improving representation on our Board. We welcome applications from people from all walks of life. We would particularly welcome applications from people from racialised communities; LGBTQ+ people; and disabled people, as these groups are under-represented.

Practicalities

This is a voluntary, unpaid role. Reasonable expenses are reimbursed.

Time commitment: approximately 4-6 hours per quarter.

Board and Committee meetings take place quarterly. Most are held online, with two Board meetings per year held in person in central London. The time commitment includes preparing for and attending Board meetings and any relevant committee meetings. Board meetings are usually during the working day.

Term: three years, renewable for a further three years.

Quarterly committee meetings are held online.