



YOUTH ACCESS

Trustee Role Description

Voluntary | Unpaid

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 small, but our work has a big impact, and our governance is active and engaged.

The opportunity

We are looking for new trustees to join our Board — people who share our values, can bring independent insight and sound judgement, and are passionate about improving young people's access to the advice, counselling and mental health support they need.

This is a voluntary, unpaid role. You do not need to have been a trustee before. What matters most is your commitment to our mission, the experience and skills you bring, and the constructive challenge you can offer.

What trustees do

The Board's core job is to ensure the effective governance of Youth Access — safeguarding the organisation's assets and ensuring they are used in pursuit of our charitable objects.

As a trustee, you will:

- ensure Youth Access complies with its governing document, charity law, company law and other relevant legislation.
- ensure Youth Access pursues its charitable objects and applies its resources exclusively in furtherance of them.
- contribute to setting the strategic direction of Youth Access, including policy, strategic and annual business plans, and monitoring progress.
- safeguard the good name and values of Youth Access.
- ensure the financial stability of Youth Access, including determining the annual budget and monitoring progress.
- protect and manage the property of Youth Access and ensure proper investment of its funds.
- appoint and support the Chief Executive and monitor their performance.
- approve the organisation's policies and ensure proper accounting records are kept.
- review the Board's overall performance and take action to address areas of underperformance.

Beyond these formal duties, we expect all trustees to:

- attend and actively participate in Board meetings.
- use your own skills, knowledge and experience to help the Board reach sound decisions.
- provide constructive challenge to the Chief Executive and the organisation to ensure aims are being met effectively.
- take the lead on areas where you have specialist knowledge, and sit on relevant committees or working groups.
- maintain personal knowledge and understanding of Youth Access's work, staff and stakeholders.
- undertake training and development as relevant.
- act as an advocate and champion for Youth Access and the young people we serve.
- comply with our Conflict of Interest Policy.

What we are looking for

Essential

All trustees must have:

- commitment to Youth Access's mission and values, and to equity and anti-oppressive practice.
- a willingness to devote the necessary time and effort
- strategic vision and good, independent judgement.
- a willingness to speak their mind and provide constructive challenge.
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- an ability to work effectively as part of a team and take decisions for the good of Youth Access.
- commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Desirable

We would particularly welcome applications from people with skills or experience in any of the following areas, which have been identified through a skills audit of the current Board:

- income generation and business development;
- AI and new technology;
- knowledge of Youth Access's sector — youth advice, counselling or related services.

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 people with disabilities, as these groups are under-represented.

Practicalities

This is a voluntary, unpaid role. Reasonable travel expenses incurred in the role will be 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