



oxfordshire
youth

Trustee - Treasurer

A message from the CEO

Thank you for your interest in joining our Board of Trustees.

This is an exciting time to join Oxfordshire Youth as we continue to grow and strengthen our impact and our ongoing learning.

I am in my ninth year with Oxfordshire Youth, and I have never been so proud of the results that we achieve as an organisation, the changes that we bring about, working with and for young people, and our advocacy of authentic youth voice

Come and be a part of our vision that strives for all young people to be empowered, respected, and valued in Oxfordshire.

Jodie

CEO





About Oxfordshire Youth

Oxfordshire Youth is a boundary-breaking organisation, passionate about creating a future for and with young people that offers them the best possible opportunity to realise their potential.

Our staff are redefining the youth sector in Oxfordshire: we envisage a world in which young people have the tools they need to approach life with creativity, resilience, and good mental health.

Oxfordshire Youth has experienced significant growth over the past two years, seeing our staff team grow from 11 colleagues in 2020 to 54 in June 2022 and our turnover increase by over 650%. This is an exciting time in the life of the charity!





VALUES

OY's culture revolves around our six core values:

1. We listen and respond to the wisdom of young people.
2. We commit to anti-oppressive practice.
3. We champion well-being.
4. We prioritise reflection, learning, and growth.
5. We act with integrity and courage.
6. We make space for innovation and fun!



Our Mission and Vision

VISION

A future in which every young person has the skills, support, and connections to thrive.



MISSION

Through the power of youth work we transform young people's lives, unite communities, and tackle inequality of opportunity.



Our Work

SECTOR SUPPORT

We support organisations across Oxfordshire's youth sector, providing relevant skills and training to anyone working with young people and ensuring that they are connected to the wider range of opportunities available.

YOUTH ENGAGEMENT AND SKILLS

We provide learning and skills development opportunities to support young people in a range of settings including school, youth spaces, and in our Young People's Supported Accommodation (YPSA) service. This is also where our work to promote youth voice happens.

YPSA

Launched in October 2020, this is a service that supports young people aged 18-24 to move into independent living. Over a period of 18 months, young people live in shared houses and have access to services and life-changing opportunities in education, employment and training.



Our Impact

We work with, and for, a sector comprising over 150 youth organisations which collectively reach over 26,000 young people across Oxfordshire. We work with decision-makers to create change and invest in youth work in the county. In addition, as a direct delivery partner, our work in the fields of youth mental health and youth homelessness is breaking down barriers that young people face.

We see ourselves as strong advocates of the power of youth voice and co-production. This is demonstrated through our Youth Voice Network, our youth-led podcast *Are You Listening?*, the events that we co-produce with young people, and our various youth boards and forums that are bursting with creative young people, authentically sharing their lived experience and their views to create change, one step at a time.

We play a key role in leading change through cross-sector collaboration - changing systems to work in favour of young people – and through creating platforms for authentic youth voice to influence policy and shape services directly.

Together with our partner Oxfordshire Mind we have brought together over 450 professionals to re-imagine the mental health landscape at our Youth in Mind event; we have partnered with youth sector colleagues to create Compass Youth Partnership, helping young people at risk of criminality; and we are in the second year of a bold transformation of supported housing for young people in Oxfordshire that takes a youth work approach.



Our Impact

7,000

contact sessions with young people using the YPSA Service

100% of the Children & Young People's Forum members agreed that it had a positive impact on the sector

101 sessions on youth development delivered to young people & adults

92% of young people attending our Building Resilience programme agreed that it addressed issues that were most relevant to them

290+ adults attended training on children and young people's mental health awareness

130+ 18-25 year-olds supported by the YPSA

*Data taken from the 2021-2022 OY Impact Report



The Role of the Treasurer

To provide high-level oversight of the financial affairs of the organisation and ensure they are legal, constitutional and within an accepted accounting practice.

Responsibilities include:

- The first point of contact on the Board for any matters relating to Finance.
- Work with the Finance Lead, CEO, Finance, Audit and Risk Committee members and other Trustees to ensure the financial viability of the organisation.
- Support fellow Trustees to be aware of their financial obligations and take a lead in interpreting financial data for them.
- To have oversight of accounting policies, procedures, processes and record keeping including advising on best practice.
- Appraising the financial viability of plans, proposals and feasibility studies.
- Sign off annually on Oxfordshire Youth's budget and annual accounts.
- Lead on appointing auditors.





Your Commitment

- The Trustee Board meets six times a year (every other month).
- The Trustee Board has three sub-committees, which also meet once every other month. The Treasurer is the meeting chair for the Finance, Audit and Risk sub-committee.
- Trustees are encouraged to engage in training and development opportunities.
- Oxfordshire Youth holds two whole-team awaydays per year, and Trustees are encouraged to attend.



The Board of Trustees

The fundamental role of the Trustee Board is to receive assets from donors, safeguard them, and apply them to the charitable purposes of Oxfordshire Youth. The Trustee Board must always act in the best interests of Oxfordshire Youth, exercising the same standard of duty of care that a prudent person would apply if looking after the affairs of someone for whom they have responsibility. Trustees are ultimately and legally responsible for everything Oxfordshire Youth does. Trustees fulfil this responsibility by deciding the strategy, establishing organisational policies, and implementing appropriate monitoring, reporting and control mechanisms to ensure and evidence compliance.

Oxfordshire Youth Trustees are encouraged to use their specific skills, knowledge or experience to help the Board reach sound decisions. This may involve leading discussions, identifying key issues, providing advice and guidance on new initiatives, and evaluating or offering advice on areas in which the Trustee has particular expertise. Trustees must ensure that the charity has a clear vision, mission and strategic direction and must focus on meeting these.

Oxfordshire Youth's Board currently consists of 10 Trustees.



The Recruitment Process and How to Apply

- To apply, please send your CV and a cover letter to recruitment@oxfordshireyouth.org by 17th February 2023.
- Applications will be shortlisted against the selection criteria (person specification) after the closing date.
- Shortlisted candidates will be invited to the Oxfordshire Youth office for an interview.
- The interview process will consist of a panel interview led by members of the Trustee board and Senior Leadership Team





Our Approach to Diversity

Oxfordshire Youth supports a huge range of individuals throughout Oxfordshire. As an organisation, we are committed to reflecting the diversity of the young people and the youth sector that we serve, and to working in partnership with them.

Our recruitment policies are based on equity, diversity and inclusion, and we are particularly interested in supporting those whose voices are less heard to be involved in the organisation at all levels. This includes the Trustee Board. We welcome applications from those people who reflect the diversity of the work that we do and who have first-hand experience of our programmes.

We believe that diversity in the workplace creates dynamic, relevant organisations, fostering spaces for innovation and creativity. We particularly welcome applications from those with protected characteristics who are underrepresented on charity sector boards.



More Information

If you would like to speak to the current Chair of Trustees, the CEO, or another member of the OY team at any point in the recruitment process, the HR team will be able to help you – please email: recruitment@oxfordshireyouth.org.

If you have any specific questions or would like more information about OY, please do ask.

