



YMCA MILTON KEYNES
& NORTHAMPTONSHIRE

BECOMING A TRUSTEE

Application Pack 2024



Here for young people
Here for communities
Here for you

Welcome to YMCA Milton Keynes & Northamptonshire

We opened our doors in 1981 and since then we've helped more than 10,000 local young people. We offer much more than just a home – we provide practical, emotional and employment support to enable our residents to **belong, contribute and thrive**.

We are an ambitious and growing organisation across 2 sites. YMCA MK is home to over 200 young people and we are working on offering high quality and affordable move-on homes for young people as well as more community-based services to meet young people's needs. YMCA Northamptonshire is home to 13 care experienced young people and this is the first step towards re-establishing YMCA as a leading provider of youth services in the county.



Simon Green - CEO



Jennifer Walker - Chair

I am proud to be Chair of this amazing group of individuals who come together as a board with energy and enthusiasm to develop and oversee the progress of Milton Keynes YMCA.

We have an exciting time ahead as we look to further our work in the community and in the provision of move on housing for young people.

YMCA Milton Keynes and Northamptonshire trustees meet as a full board 5 times per year and in addition some work takes place in board committees, such as safeguarding, health and safety and finance, which usually meet quarterly – most trustees are a member of one committee.

We are currently looking to recruit trustees with the following skills: Working with vulnerable young people, HR, commercial experience, property development and finance. If you believe you have the experience and commitment to join our board then please do get in touch. We are an engaging and focused board and joining us will be rewarding. You will be part of delivering support for young people, helping them to belong, contribute and thrive.

Duties of a Trustee

Becoming a member of the Board of Trustees, you become both the trustee of a registered charity and director of a company limited by guarantee. With your colleagues on the Board, you will be responsible for ensuring the affairs of the charity are conducted legally and properly. Support and guidance will be given to help you learn and exercise your role.



Further information can be found in the linked documents below:

 [Charity Commission Welcome Leaflet](#)

 [Essential Guide](#)

Board Member Role Description

Whilst we would welcome applications from anyone who feels they would make a good Trustee; we value kindness and those who are empathetic to the position of young people.

We embrace Christian values and we support young people from all faiths and none. We welcome diversity in terms of race, gender, sexual orientation, age, disability and all other characteristics. Young people under 30 years of age who would like to gain a taste of Board experience are strongly encouraged to apply.

Previous board/trustee experience is not necessary. We are seeking people with work-based knowledge and skills that will help our strategic decision making. We also value life experience and wider community knowledge and involvement. We are always keen to hear from people with expertise in working with vulnerable young people and we will recruit to particular skillsets at different times depending on the strategic ambitions and skillset of other trustees at any given time.

Board members are expected to take an active interest in the life of YMCA Milton Keynes and Northamptonshire, so as well as board meetings, there will be opportunities to visit through our community lunches and activities, and also to take part in the wider YMCA movement at national and international level.

All Board members are asked to commit themselves to the work of the YMCA Milton Keynes and Northamptonshire and we ask that all Board members participate fully in discussion and decision making.



“Before I came to the YMCA, I was sofa-surfing between different households. I was living with an ex-family friend but it was really toxic and I had to get out. She constantly threatened to kick me out... the last time, she said I had to get out in the next five days. Luckily, I’d already applied to move into the YMCA and on the last day they called me and offered me a place.”

– Resident



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At any one time we may have a maximum of 15 Board members who participate fully in discussion and decision making. There is no requirement to be Christian, however, Board members need to nurture and uphold the ongoing founding Christian principles of the Association.

Some key aspects of being a trustee are:

To support the CEO and staff to deliver high quality services so our young people can belong, contribute and thrive.

To ensure that the organisation complies with regulatory and statutory requirements, assisted by the CEO and appropriate professional advisors.

To monitor YMCA Milton Keynes and Northamptonshire's overall business performance in relation to business plans, budgets, controls and decisions, taking into account feedback from residents, customers and stakeholders; to consider organisation performance against recognised standards and indicators.

To exercise overall control over YMCA Milton Keynes and Northamptonshire's financial, and property holding affairs.

To represent YMCA Milton Keynes and Northamptonshire with external stakeholders and customers as appropriate.

To abide by the YMCA Milton Keynes and Northamptonshire's Board Member Code of Conduct and ensure the maintenance of a properly constituted, balanced and competent Board.

To bring fair and open minded views to Board discussions and ensure that all decisions are made in the best interests of YMCA Milton Keynes and Northamptonshire.

Note that some people are excluded by law from holding a Board position, including:

- An undischarged bankrupt or person who has made an arrangement or composition with his/her creditors generally.
- A person incapable by reason of mental disorder, illness or injury of managing his/her own affairs.
- A person disqualified from acting as a company director or a charity trustee.

In 2023/24, we supported
young people



“The support I’ve received whilst living here has put me in a better position and I’m more myself now than I’ve ever been. I’m a lot more focused on working now and I enjoy going out to work every day. All in all, I’m much, much happier.”

– Resident

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Trustee Application Process

Selection Process

1. In the first instance please contact Elaine Johnston, Office Manager
2. If required an informal conversation with CEO, or Chair of the Board to learn more about our values, the current board and expectations of trustees
3. Submit application – see next page
4. A Nominations Committee will consider applications.
5. Shortlisted candidates will then be invited to an informal interview (in-person or online)
6. Successful candidates will then be invited onto the Board

If you have any enquiries or would like an informal chat about the role with Simon Green CEO, please email:

✉ elaine.johnston@mkymca.com

Application Process

To apply, please write a supporting statement answering the questions below and send your answers to Elaine Johnston with the subject '**Trustee Application**'.

You can provide your answers in whichever format best suits you. This could be:

- Answers written in the body of an email
- Answers written in a Word Document or PDF attached to an email
- Recording your answers in video format and sending via email, WeTransfer, Google Drive or Dropbox

No format will be preferred above any other. Regardless of how you choose to communicate, please answer all questions below. We do not require a CV.

Please include your **name, address, email** and **telephone number** so we are able to contact you.

1. Please outline what motivates you to apply to become a trustee of YMCA Milton Keynes & Northamptonshire (300 words max)
2. How do you think your skills, experience and qualities will enable you to fulfil the role of a Trustee, as described in the Trustee Application Pack (500 words max)
3. Please provide any other information, including relevant memberships, board level positions or any lived experience which you feel may be relevant to this application.

Although YMCA Board positions are undertaken on a voluntary basis, these are extremely important roles for the organisation and appointments are made via a rigorous selection process that considers applicant suitability for the role, and the mix of skills of other current members. Please do not be offended if you are not offered a place on the Board as spaces are limited and interest in these positions is high.

For more information, please contact Elaine Johnston, Office Manager

✉ elaine.johnston@mkymca.com

For more information about our work and team please visit

🌐 mkymca.com

🌐 northantsymca.org