

Job Description: Charity Trustee (Generalist)

Position: Charity Trustee

Location: London, United Kingdom

Closing date: 9am Thursday 31st July 2025

Who we are: Leaders in Community

We are an award winning dynamic and impactful London-based charity dedicated to improving the lives of individuals and communities in need. Our Vision is to inspire and empower local young people to be active and vocal contributors to the social, economic, and cultural well-being of their community. Through our Youth Leadership and Youth Social Action initiatives, we strive to provide local young people with training to develop their personal resilience and overcome barriers to progression and equip local young people with the skills and opportunities to speak out about community issues, and challenge inequalities.

This is an exciting time to join the charity, we are increasingly being showcased as a model for other charities, we are being recognised for our work on regional and national platforms, creating a great platform for LiC to grow.

Who we are looking for:

We are looking for enthusiastic and passionate individuals who are confident communicators and strategic thinkers. You will be motivated by the vision and mission of the charity and committed to achieving the best for the communities we serve. You will be willing to listen, learn and make decisions, both collectively and as an individual board member where required. You will be an advocate for the work we do and strive to ensure the work we do responds effectively to the changing landscape to continue to meet the needs of our young people.

About the Board

There are currently eight Board members, including the chair. The Board also has sub-committees to carry out duties on its behalf. Each board member will sit on at least one sub-committee. We come from a diverse background, and we have experience in a range of areas including but not limited to strategy, policy, finance, community regeneration, youth work and health. Many of us are former young people who have taken advantage of the Leaders in Community (LiC) offer which ensures the charity is focussed on serving the community as best it can. As part of our ongoing succession planning and to ensure a strong and diverse board for the future, we are looking to welcome three new trustees over the coming months.

Purpose of role & statutory responsibilities:

As a Charity Trustee, you are both jointly and individually responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives, and goals in accordance with the governing document, legal and regulatory guidelines.

For the generalist roles, you do not need considerable experience or qualifications, just a willingness to learn and an appreciation of the work LiC undertakes.

The statutory duties of all trustees include:

1. Ensuring that the organisation complies with its governing document (pursuing the objects as defined in it), charity law, company law and any other relevant legislation or regulations.
2. Meet the requirements of the Charity Commission ['fit and proper person' criteria](#);
3. Maintaining financial control and ensuring that the organisation does not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are.
4. Contributing actively to the board of trustees in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
5. Ensuring financial stability of the organisation, protecting and managing any charity property and ensuring the proper investment of the charity's funds.
6. Drawing up and monitoring the implementation of internal policies which must include equality and diversity, safeguarding, as well as health and safety policies and key human resources policies, including grievance and disciplinary policies.
7. Safeguarding the good name and values of the organisation and help maintain effective board performance.
8. Jointly with other trustees, holding the charity "in trust" for current and future beneficiaries

Qualifications and Experience (desirable but not essential):

- Some understanding of charity activities and working with young people
- Clear communicator with the ability to bring creative ideas to action
- A strategic thinker with an ability to balance risk and opportunity.
- Prior experience serving on a board or as a trustee

Personal skills and qualities:

- Willingness and ability to understand and accept their responsibilities and liabilities as trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity, and inclusion.
- Commitment to the organization's mission, vision, and values

Terms of office

Trustees are currently appointed for a minimum three-year term, with the possibility of serving up to two additional terms upon re-election. These arrangements are under review as part of our ongoing governance and terms of reference updates and may be subject to change.

Type of Position

This is a voluntary unremunerated position. LiC is a charity registered with the Charity Commission (1137183), and a company registered with Companies House (06806199). The successful applicant will therefore be required to become a Trustee, in accordance with the Charities Commission, and a Director, in accordance with Companies House

Time Commitment (Estimated at 4-10 hours per month)

- Preparing for and attending four Board meetings annually. Currently meetings are held remotely and in person at the Teviot Centre, Poplar, London.
- Flexibility to respond swiftly to ad hoc issues. This may include an extraordinary meeting to take place
- Attending annual strategy / training sessions
- Active as chair or member of one sub-committee of the board
- Attending a small number of other events where Board representation is requested.

How to apply

If you are passionate about making a difference and possess the necessary skills and experience, we invite you to submit your CV and a cover letter outlining your relevant experience and motivations for joining our charity board to marisa@leadersincommunity.org with the subject line "Charity Trustee Application." The application deadline is by **9am Thursday 31 July 2025**. The interview dates and start date of the appointment is to be confirmed.

If you have questions about the appointment and would find it helpful to have an informal conversation, please contact Syed Uddin, CEO at syed@leadersincommunity.org.

We are committed to improving diversity and inclusion across our organisation. If you're excited about the role but your experience or qualifications don't perfectly align, we encourage you to apply anyway.

PLEASE NOTE: We will review applications as soon as we receive them, so please apply early to register your interest.

We appreciate all applications, but only shortlisted candidates will be contacted for an interview.

If you would prefer a more accessible version of this pack in Microsoft Word, please send your request to marisa@leadersincommunity.org

Want to support our work but not sure you are ready to become a trustee?

We recognise that you may want to volunteer with us but unsure if you want to become a trustee yet or can't commit to the hours required. If this is you, please do get in touch with us or submit an application clearly stating in your cover letter that you wish to volunteer within a non-trustee capacity. We are grateful for any support you can provide us.