



Kingsmeadow Community Flat : Two/three new trustees

Background: Kingsmeadow Community Flat is the hub of the community. Located in a priority neighbourhood area of Kingswood, South Gloucestershire, we are a registered charity focused on preventing isolation, reaching out to those already in isolation and tackling unemployment. We work with individuals, families and young people facing multiple challenges, providing a range of support services and well-being activities.

After 10 years located in a flat in the New Cheltenham area, we are about to take over a former youth centre under a community asset transfer from South Gloucestershire Council. This will give us significantly more space: a community lounge/café; sports hall; quiet room; resource room; training room; boulder room; workshop; and playing field. This will require substantially more funding, more partnerships with local organisations and an enhanced role for the trustees as the responsibilities of the charity become much bigger.

Purpose of role: to participate in the strategic management and development of KCF, as a member of the board of trustees. We currently need at least one trustee with senior management experience - this may be in a charity, social enterprise or commercial business setting.

Job description:

- attend monthly board meetings, contributing to effectively managing the organisation
- attend sub-committee/working group meetings as required
- contribute to the development and monitoring of the strategic plan
- contribute to the sound financial and risk management of the charity
- develop and maintain relevant skills and expertise
- act as an ambassador for KCF in the local area
- contribute management expertise to the work of the board in areas such as: policy development; strategy; people management and development; financial management

Person specification:

- able to participate in developing and monitoring strategy
- organisational management skills (eg understanding of risk assessment, safeguarding and other relevant issues; HR; financial management; fund-raising; individual and team development)
- understanding of the charity sector and how committees/boards operate
- willing to be an organisational advocate/ambassador
- commitment to the seven principles of public life (selflessness; integrity; objectivity; accountability; openness; honesty; leadership)