



Carney's Community - Chair of Trustees Application Pack

Thank you for your interest in Carney's Community. This document set's out the mission and work of the charity, and provides information about the expectations of the Chair of trustees role

Our work:

Carney's Community gets disadvantaged and excluded young people off the street and away from a life of crime and despair by giving them skills, discipline and self-respect. Our approach, inspired by boxing legend Mick Carney, is unusual and particularly resource intensive but ultimately effective because we recognise that creating lasting change takes time, hard work and dedication. Our work reduces offending, reoffending and anti-social behaviour, whilst improving social mobility and community cohesion. Consequently, we improve the quality of life for the communities we serve.

Carney's Community has undergone a period of huge change over the last five years. Originally based in Fitzroy lodge boxing club, we moved into our current premises - The Carney's Community Centre - in 2013. This has allowed us to expand our activities and grow our presence. We are now looking to the future and the next exciting stage in our development, building on the success of the last five years and helping a new generation of disadvantaged young people.

Achievements in the last 5 years:

- Won partner of the year for London Probation service
- Won physical Activity Project of the year twice (2015 and 2017)
- Appeared in numerous documentaries and news programs relating to working with offenders
- We now run a social enterprise called Carney's Coaches, which upskills participants from a disadvantaged background, by putting them through gym instructor and personal training qualifications (whilst also working on their personal development). We then employ them to deliver coaching and personal training sessions to other organisations and members of the public (we have paid out over £40,000 in the past year)
- Engage over 400 participants each year with at least half coming from a disadvantaged background
- Have successfully supported over 200 participants in long term, consistent mentoring with unconditional support and empathy

Chair position

Carney's current chair is planning to step down as chair and become a regular trustee in 2018. We are therefore seeking a dynamic individual to help lead us in our next phase of organisational development. We are seeking candidates with strategic insight and a good understanding of charity governance, to lead the board and support the Chief Executive.

As a small charity, we are seeking a chair with a 'hands on' attitude who is prepared to get involved in the charity's work directly, and who can provide around 1-2 days work a month. Please note the position is on a volunteer basis and is unremunerated.

Fulfilling the role

Key responsibilities of the Chair are:

- Hosting effective quarterly Board meetings

- Being the main point of contact for Chief Executive about their questions or concerns about the Board, and other matters as they arise
- Assisting the Chief Executive with board / governance development
- Contributing to the overall strategy and operations of the charity, either through business or operational development, fundraising or other means.
- Monitoring the finances of the charity and helping to protect and grow its funds and assets, including the Carney's Community Centre.
- Being a trusted advisor to the Chief Executive as he attempts to grow the charity.

Additional responsibilities the Chair of trustees is required to carry out are:

- Work in partnership with Chief Executive to make sure board resolutions are carried out
- Calls special meetings if necessary
- Assists Chief Executive in preparing agenda for board meetings
- Coordinates Chief Executive's annual performance evaluation
- Works with Chief Executive to recruit new board members
- Periodically consults with board members on their roles and helps them assess their performance.

The board of trustees:

Carney's Community trustees are responsible for the organisation's vision, mission, strategic direction, finances and governance. The Board is also duty-bound to ensure that the organisation complies with all legal and statutory requirements. Trustees are entrusted with the role of ensuring that the organisation's assets are properly accounted for. Trustees monitor the progress of Carney's Community Money relative to its strategic goals and hold the Chief Executive to account.

Board meetings:

There are four Board meetings in the calendar year. These generally take place in the evenings. Between board meetings trustees may be asked to review policies or documents for the organisation or carry out other work in support of the organisations aims. Depending on the skill-set of the NE Director they may also be asked to serve on a working group set up to look into a specific strategic issue, such as fundraising, HR, legal matters, or other operational issues.

Other time commitments:

Trustees may be asked to act in an advisory capacity to help the Carney's Community team on specific issues and should be prepared to allocate some time to this role.

Skills sought in the chair position:

Essential:

- Experience in a position of significant leadership
- Experience of strategic planning, either for an entire organisation or for a major programme of work
- Experience on Boards - this can be from any sector
- Experience in representing an organisation as a public face, to key stakeholders, influencers or clients/funders - this can be from any sector
- Experience chairing meetings in a senior role
- Experience reviewing organisational or programme finances, and budgeting.

Desirable:

- Experience in a position of significant leadership within the charity sector specifically

- Experience working with disadvantaged young people, either in the public sector, on a volunteer basis, or through charity work
- Expertise in the legal and regulatory requirements applying to charities
- Expertise in fundraising

Person Specification

Essential:

- Commitment to Carney's Community's mission and values
- A good understanding and acceptance of the legal duties, liabilities and responsibilities of trustees and clear on the difference between governance functions and management functions
- Able to work well as part of a diverse Board of trustees
- Experience of high level strategy development and high level of strategic awareness
- An understanding of, or demonstrable interest in, working with disadvantaged young people
- A good communicator with excellent leadership and interpersonal skills, able to both empower and challenge supportively
- Well networked and willing to engage with contacts and/or fulfil an ambassadorial role for the benefit of Carney's Community
- Able and willing to devote the necessary time to the role
- An understanding of safeguarding and other policies necessary when working with vulnerable young people

How to apply:

Please send a CV & cover letter (no more than 2 pages) detailing your motivation for applying to: alice.jhugroo@carneyscommunity.org.

Please address how you meet our person specification and the skills we are seeking, and any specific experience in these areas

Closing date for applications: **19th August.**

If you have any queries about the role and would like to have an informal discussion, please contact the Chair Paul Delaney on paul.delaney@positivemoney.org.uk, or the Chief Executive George Turner on George@carneyscommunity.org.

Positive Money is committed to providing equal opportunities for everyone regardless of their background. We welcome applications from everyone irrespective of gender, sexual orientation, disability, class, and ethnicity.