

Recruitment Pack

Non Executive Board Member

youthemployment.org.uk



Who we are



Experts in youth employment

Youth Employment UK is a not-for-profit social enterprise actively tackling youth unemployment.

As a youth-led organisation we are pretty unique, our expertise, services and advice is centred around what young people tell us they are experiencing, what they want and need.

We understand the root causes of youth unemployment, what works and what doesn't.

Our core aims :

- Giving young people a voice on the youth employment issues that affect them
- Support young people on their journey to employment with a range of skills and careers support
- Support organisations to develop and be recognised for their youth friendly employment practice and connecting young people to those Youth Friendly Employers
- Providing expert insight across all youth employment policy areas

Our Values

Passion & purpose

Expert

World Class

People Focused

Collaborative



Thank you for your interest



Thank you for your interest in this role with us. Youth Employment UK is a not-for-profit organisation that was set up to tackle youth unemployment. Now in our tenth year we are considered one of the leading experts on youth employment in the UK.

We are immensely proud of the work that we have done to date, we know that we have played an important role in championing the voices and needs of young people, changing the system around them and connecting young people to good quality opportunities.

Despite our efforts and those of our partners and network youth unemployment is still a significant challenge in the UK and there is still much more to be done.

We pride ourselves on being a small and mighty team with big ambition and big impact, the team and ethos we have built is one of unwavering commitment to our work and we are very much looking forward to adding new colleagues to our board team. I hope that you will feel this role and organisation is the right next step for you and look forward to your application.

Laura-Jane Rawlings
Founder & CEO



Our Work

Youth Employment was set up in 2012 with the mission to tackle youth unemployment, over the last 10 years we have made it our mission to understand the barriers and challenges facing young people and work with them and the systems around them to break down those barriers.

Youth Voice is at the heart of everything we do, we ensure that we are hearing from young people through our annual Youth Voice Census work and in-person through our Youth Ambassador programme. In 2022 our impact across these two areas was significant with more than 4,000 young people completing the Census and over 60 young people taking part in our volunteering.

Through this insight we have supported more than 850 organisations with our membership services and led key policy work through the Youth Employment Group and the APPG for Youth Employment.

In 2021 we set out an ambitious 5 year plan, which we are a year into and it is our board that holds us accountable to that plan and that supports us with our ambitious growth plans. You can read more about our strategy and impact [here](#).



The Job Purpose



Youth Employment UK is looking to recruit two non-executive directors to join its board at an exciting period of growth and development. We are looking for new members who can contribute to our success by bringing their own skills, knowledge and network to our team.

Aim of the Board of Directors:

- Ensure that Youth Employment UK makes a difference and that it stays on course with its theory of change and strategic objectives
- Ensure Youth Employment UK complies with law and regulation
- Support the CEO and senior leadership team, ensuring that Youth Employment UK is well run and efficient
- Support the CEO and senior leadership team to ensure that problems are identified early and dealt with appropriately
- Ensure the preservation of the reputation and integrity of the sector
- To advocate for Youth Employment UK and promote it throughout personal networks

Board members are expected to attend four board meetings a year and then to provide additional support by attending key events, representing Youth Employment UK and by being available to the CEO and leadership team to share insight and expertise as may be required throughout the year.

Who you are

We are looking for colleagues who are passionate about the potential of young people and want to help us tackle youth unemployment.

Ideally candidates will have experience of working with or being on a Board of Directors and will be familiar with typical meeting and responsibility areas such as Safeguarding, Audit, Finance and Risk, strategy development, business planning and impact reporting etc.

Due to the nature of our growth and plans for the coming years we are particularly keen to hear from candidates who have finance and fundraising experience in operational roles who will be happy to share expertise across the Board and SLT.

Beyond all of the skills and experience we are looking for colleagues who will be a great culture fit for us, recognising the journey we are on and the ambition. But we also like to run our board meetings with a smile and joy!

Youth Employment UK are a Disability Confident and Youth Friendly Employer. We encourage applications from a diverse range of candidates and ask you to let us know if we can make any adjustments to the recruitment process to support your application.



The Details

- 6 - 8 days commitment per year
- Non remunerated but expenses will be paid
- Two year commitment with an opportunity to extend a further two years
- Youth Employment UK is a not-for-profit social enterprise Limited by Guarantee, all Board Members will become Non-Executive Directors and have legal responsibility for the organisation and be listed on Companies House
- Board Members report to the Board Chair
- Board Meetings held in Kettering, Northamptonshire or virtually.
- Planned 2023 Board meeting dates - March 15th, June 20th (in-person), September 8th, December 13th (in-person)
- Youth Employment UK uses Google Drive and WorkPlace to communicate with colleagues, you will be asked to engage with these platforms
- Role will be offered subject to reference and DBS checks





Application Process

We require interested applicants to send through a CV and Covering Letter to our Office Manager Susan Ryan - susan@youthemployment.org.uk

Please answer the following 2 questions in your Cover Letter:

- What areas of Youth Employment UK's work most interest you?
- How do you think we could grow our brand and impact in 2023?

Deadline for application is the **15th January**

Once applications have been reviewed there will be a 2 stage interview process.

Stage 1: informal interview via zoom

Stage 2: an in person interview which will include a presentation to a selection of board colleagues, meeting the staff team and visiting our Kettering base.

Offer is subject to references being received.

Before you go...

Read

1. What young people have to say about their barriers to work in our [Youth Voice Census](#)
2. What our incredible [Youth Ambassadors](#) team have been up to

Explore

1. Our expert [policy and research work](#)
2. Check out our support for [organisations](#)

Share

1. Our [Looking for Work Booklet](#) with young people in your network
2. The [Young Professional and Careers Hub](#)

Contact us



Visit the website :

<https://www.youthemployment.org.uk/>

Email the team: info@youthemployment.org.uk

