



YHA's Board of Trustees

**Information pack for
candidates 2022**



Introduction from Margaret Hart, Chair



YHA is a major national charity for young people, with a network of almost 150 hostels in both rural and urban locations across England and Wales. Our hostels are open to everyone, and we particularly welcome young people and those with challenging lives, providing opportunities to connect with each other, with nature, the outdoors and our cultural heritage and so to promote health and wellbeing.

This spring, we are delighted that our hostel offer is returning to normal after two years of disruption through COVID-19. We are an ambitious and progressive organisation, determined to extend our reach to an ever wider range of young people and people from diverse backgrounds, in line with the strategic aspirations set out in our 10-year strategy, *Adventure. For the first time and a lifetime.* launched in April 2020. As with all organisations in the hospitality sector, the pandemic has hit us hard, but through careful management and recognition that this national crisis has also brought opportunity, we continue to be in a strong position, and have a rigorous plan to help us address the legacy of COVID-19 in a way which will strengthen us further for the future.

Our 15 Trustees hold overall legal responsibility for the charity. We come from a wide range of backgrounds, bringing both professional skills and lived experience, and also benefit from the input of our newly established Youth Advisory Team. We are inspired by our passion to create opportunities for young people, especially those who have greatest need, and we share a high level of commitment to YHA. We have built an inclusive culture in which everyone contributes, diverse views are respected and acted on, and decisions are reached in an environment of trust and mutual respect. Relationships between Board colleagues, and between Board members and our talented executive team, are strong and supportive whilst always ensuring that we provide an appropriate level of challenge.

The role of Trustee is a demanding one, including two full weekend meetings each year on site in our hostel network and several online Saturday morning meetings. Each Trustee is also a member of one of our sub committees which meet online between full Board meetings, and time for preparation and travel is also required. We provide a full induction and the offer of mentoring. Successful applicants can be assured that the rewards are immense – including seeing the difference that hostel stays can make to young people, learning new skills and enjoying social time with colleagues.

If you are inspired by our vision, would like to be part of further strengthening YHA's future and can offer appropriate experience, commitment and time, we would love to hear from you.

I wish you well as you explore YHA and consider the part you may be able to play.

Margaret Hart
Chair

If you are inspired by our vision, would like to be part of shaping YHA's future, and can offer experience, commitment and time, we would love to hear from you.

About YHA

YHA is a leading social enterprise charity with a 90-year history of making travel and adventure available to all. Through our network of c.150 hostels, we offer affordable access to the coast, countryside and cities of England and Wales – for one million people a year*. The charity aims to improve outcomes related to health, wellbeing and life skills – particularly for young people and families living with challenging circumstances. YHA is the largest UK provider of Learning Outside the Classroom-accredited sites and a champion of the #BrilliantResidential campaign. Working in partnership, YHA also delivers a wide variety of volunteering opportunities, training and work experience for young people.

Our charitable object

To help all, especially young people of limited means, to a greater knowledge, love and care of the countryside, and appreciation of the cultural values of towns and cities, particularly by providing youth hostels or other accommodation for them in their travels, and thus to promote their health, recreation and education.

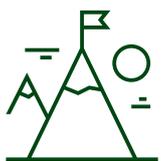


Vision

Everyone has access to the benefits of adventure, for the first time and a lifetime.

By 2030, every child is able to stay away from home, to travel, experience adventure and access the outdoors, nature, culture and heritage.

YHA will work with others to end the inequity that means some children have never been to a beach, visited a museum or rolled down a hill.



Mission

To enrich the lives of all, especially young people, by providing brilliant hostel stays and experiences that improve physical health, mental wellbeing and life skills.

Find out more about our strategy at yha.org.uk/about-yha/yha-10-year-strategy

Find out more about YHA at yha.org.uk

*Figures are taken from 2019/20 as these are more representative of YHA's scale and reach than those achieved in COVID times.

Becoming a Trustee



What's involved

Becoming a Trustee is a serious undertaking but one which we believe is hugely rewarding. The Board is responsible for overseeing the implementation of the strategy and for guiding the work of the organisation in relation to areas such as finance, capital strategy, risk management, property, hospitality, and organisational performance.

Board members must be able to work collaboratively, listen to other people's point of view and offer constructive challenge and criticism.





Commitment

The commitment is virtual attendance at the AGM and two face-to-face meetings held at YHA hostels in England and Wales, with three or four other virtual meetings throughout the year held on Saturday mornings. Occasionally we may need you to attend an extra Board meeting by teleconference.

Trustees are also expected to contribute in other ways: for example, as a member of one of the Board sub committees (with three or four virtual meetings per year) and occasionally by representing YHA at official functions.

New Trustees will also need to commit to our Trustee induction programme which includes online sessions arranged at your convenience (approx. six hours in total) and a half day face-to-face session in the network with our operations managers and hostel managers.



Responsibilities

Being a Trustee holds legal responsibilities. Trustees are individually and collectively responsible for the overall governance and strategic direction of YHA. Everything done by the Board Officers or Trustees is done on behalf of the Board, and all Trustees are responsible for the decisions of the Board. The Company Articles of Association govern their conduct.

It is the responsibility of all Trustees to ensure that conflicts of interest and potential conflicts of interest are properly identified, prevented from affecting decisions, and recorded in accordance with YHA's Conflicts of Interest policy. All candidates shortlisted to interview will be provided with YHA's Conflicts of Interest Policy and requested to complete the Conflicts of Interest Declaration form ahead of the interview.

The Board has a duty to ensure those appointed are eligible to be Trustees. The Board will reserve the right to make checks on eligibility, together with YHA's requirement that all Trustees should have enhanced DBS (Disclosure & Barring Service) checks.

Please note: The Charities Act disqualifies people from being Trustees if they:

- have unspent convictions for offences as set out in the Charities (Protection and Social Investment) Act 2016
- are undischarged bankrupts
- have made an arrangement with creditors and have not been discharged (this will include an IVA)
- are subject to a disqualification order under the Company Directors Disqualification Act 1986 or to an order made under section 429 (2) (b) of the Insolvency Act 1986
- have been removed from the Trusteeship of another charity by an order made by the Charity Commission or the High Court.

Read about the existing Trustees at yha.org.uk/about-yha/board-trustees

Read more about YHA governance at yha.org.uk/about-yha/governance



YHA's governance structure

The voting members of the Board of Trustees are made up of the following groups:

- a. three National Officers (Chair, Vice Chair, Treasurer)
- b. up to 12 members elected by YHA members
- c. up to two co-opted members

Board members are elected for a four-year term of office. After the first term of office, Trustees are eligible to apply for re-election for one further four-year term.

All new Trustees will be offered an existing Trustee as a mentor and full induction is provided.

Each year we review the skills and experience required to complement those of the existing Board.

YHA values your personal expertise and career history as well as lived experience – your personal characteristics and your life outside of work.

YHA's Board is committed to being reflective of the communities and society we serve.

This year, therefore, we are looking for people who can demonstrate at least one of the following attributes:

- aged between 18 and 26 – YHA values the contributions made by youth voices through our Trustees and Youth Advisory Team
- an understanding of Welsh policy and Welsh agenda, e.g. experience of Welsh government or public administration, Welsh grant giving, tourism/rural development in Wales
- strategic hospitality experience, gained through an understanding of the wider hospitality sector or experience of project management within the sector
- strategic property experience, gained through an understanding of property management, multi-site property management and/or historic property management

We are also looking more broadly to diversify our Board

We believe that diversity of experience and expertise makes us a stronger organisation; therefore, we are keen to receive applications from people who can help us improve the diversity of our Board in every way.

People with disabilities, neurodiverse candidates, those from under-represented communities and those from less advantaged backgrounds are particularly encouraged to apply. YHA Trustees do not need to be university graduates.

We are looking for candidates that will fully support our charitable object and focus on young people, as Trustees are ambassadors for YHA.

Candidates must have the vision, enthusiasm, excellent communication and interpersonal skills necessary to influence Board decisions whilst challenging and supporting the executive team. It would be advantageous to have participated in any of the following: local community groups, PTA, Committees, Panels, School Council, Unions, Society or Boards and understand how they function and the areas they discuss.

Application process

Applications are invited from members and non-members with relevant skills and expertise. To be elected you must become an Association Member of YHA before the AGM on Saturday 5th November 2022.

To ensure a fair and safe recruitment process only the following documents will be accepted:

- a completed online application with diversity monitoring included (link to online application platform provided by email)
- a completed 'candidate statement' (template will be provided by email)
- your CV – a maximum of two pages highlighting a short summary of skills and experience likely to be of value to YHA, education and qualifications, employment history, general interests and activities

Submitting your application

In order to adhere to our safer recruitment practises all applications must be submitted through our Applicant Gateway. You will find a link to the vacancy on our job's website at jobs.yha.org.uk. You can also find this in the email sent with this pack.

All applications must be completed no later than 9am on Monday 1st August 2022 in order to be considered for shortlisting. Incomplete applications will not be considered. Candidates shortlisted for interview will be informed by Friday 19th August 2022. If you have not heard by that date, your application has been unsuccessful. We are sorry but we are unable to provide individual feedback to candidates who are unsuccessful at this stage.

If you require any assistance in submitting your application or have any questions relating to the Trustee Recruitment process, please email trusteerecruitment@yha.org.uk.

Applications will be assessed by YHA's Nominations Committee (NC), which oversees the candidate selection process on behalf of our members. Trustees are elected by Association Members through an online voting process.

Interviews will take place virtually between Saturday 10th September and Wednesday 14th September 2022.

Following the interviews, the NC will confirm the successful Trustee candidates to be put forward for election by 16th September 2022. Online voting for Trustees will open to YHA members on 23rd September 2022 and closes on 21st October 2022. All shortlisted candidates will be informed of the results as soon as possible after this.

Newly elected Trustees will be expected to attend the AGM which will be held virtually on Saturday 5th November 2022.

We realise that being a Trustee can incur financial expenses such as travel or the cost of covering care. We are committed to ensuring that these costs are not a barrier to the application or to carrying out the Trustee role.

If you have any questions, please email trusteerecruitment@yha.org.uk

We are YHA.

We transform young lives forever through travel and real adventure.

Because where you go changes who you become

stay | join | give | volunteer

yha.org.uk