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**Director/Trustee Recruitment Pack and Role Profile**

**Welcome from the Chair of the Board and CEO**

Thank you for showing an interest in becoming a Director at St Basils. St Basils does vital work, which is focused on ensuring that homelessness is not part of growing up for young people. We want young people to feel cared about, have a voice, trusted support and somewhere safe, suitable and affordable to live that enables them to learn and work.

Our operating environment is often challenging. As a charity, we operate within narrow financial margins. St Basils is also a registered provider of social housing with the Regulator of Social Housing. Unlike other registered providers, St Basils relies on charitable income to achieve its outcomes. Building successful partnerships and relationships with stakeholders at all levels: locally, regionally and nationally is critical to our success.

We are a Psychologically Informed Environment and invest in developing the strengths and skills of our team and young people.  Our model combines good quality accommodation and progression support including assistance with employability. Underpinning all our work is the engagement and perspective of young people at every level, including Board Membership.

Our Board is critical to provide the oversight and governance to keep us mission focussed and financially viable. We believe it is important to reflect the communities we serve at all levels within St Basils, including our Board. We have adopted the Race Equality Code of Governance. In addition to the specific knowledge base, we need Board members who believe in our work, who are courageous, committed, and understand good governance.

If you feel this might be you, we would very much like to hear from you.

We hope that you find this information pack informative and helpful and look forward to receiving your expression of interest.

**Feizal Hajat OBE Jean Templeton**

**Chair Chief Executive**

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**Our Mission**

St Basils works with young people to:

* Enable them to find and keep a home;
* Develop their confidence, skills and opportunities;
* Prevent youth homelessness.

**Our Principles to work by:**

* Young People First;
* Everybody counts;
* Strength and Unity through Diversity;
* Working and Learning with others;
* Delivery and Effectiveness;
* Accountability;
* Forward Thinking.

**Our vision**

Our vision for all young people is that:

* Homelessness is not part of their experience of growing up;
* There are integrated education, employment and housing pathways;
* They are able to access the support and development opportunities they need to secure their futures and realise their potential.

**Our vision for St Basils is that:**

**During the next 5 years, we will extend and improve our accommodation and strengths-based progression offer for young people in the West Midlands and take every opportunity to contribute to improvements in mainstream systems, so they work for young people.**

**Our service developments will include:**

* Reprovisioning our bedspaces where leases are coming to an end or where shared arrangements do not meet our aspirations and those of young people.
* Extending our Live and Work options for young people engaged in education, training and work.
* Investing in our housing stock to meet net zero requirements and reduce running costs.
* Developing our Employability offer
* Working with expert partners to ensure our services offer inclusive services to young people.
* Extending our prevention and early intervention offer

**We will be the national lead for:**

* Psychologically informed consultancy, training and reflective practice services
* Youth Voice engagement and support
* Positive Pathway Prevention Frameworks

**We are committed to:**

* Preventing homelessness in the first place, through early intervention and flexible prevention work with young people and their families
* Extending and improving our services that assist young people in realising their potential.
* Building on our local, regional and national reputation for excellence in youth homelessness

**We will work towards our vision by**:

* Working alongside other agencies
* Influencing and informing both strategic and service development locally, regionally, and nationally
* Sharing the learning from our experience and evaluation of what works
* Ensuring young people are at the heart of all decision-making relating to their lives and future.
* Having a skilled and highly motivated workforce which reflects the diverse communities we serve.

**About Us**

St Basils works with young people aged 16-25 who are homeless or at risk of homelessness, the largest organisation working exclusively in the West Midlands helping some 4,000 young people each year across the region with specific services in Birmingham, Coventry, Sandwell, Solihull, Walsall, Warwickshire and Worcestershire.

Every year some 1,200 young people are housed in our 43 supported accommodation schemes, which for some young people includes their young children as well. We have a range of prevention, accommodation and support services to help young people regain the stability they need to rebuild their lives, gain skills, training and employment and move on. The aim is to help them successfully break the 'cycle of homelessness' so that they can go on to experience a bright, fulfilling future and never return to a state where they are at risk of homelessness again.

St Basils also works with young people and partners on a national basis (funded separately). We facilitate National Youth Voice, and we are working to roll out our 'Positive Pathway' Framework nationwide.

**Our Governance**

The Senior Leadership Team, led by the CEO is responsible for the strategic and operational leadership of the organisation.

Senior management are mandated to lead with clarity of purpose about the business we are in and prioritise the delivery of services that meet our 7 strategic priorities. Our approach is one of ‘Strategic Doing’.

St Basils is governed by a Board of Directors. St Basils also has the following Committees, which have delegated functions to support good governance and effective oversight.

* Business Support and Audit Committee
* Service Delivery and Development Committee
* Nominations Committee

As a registered provider of social housing, St Basils is required (in accordance with the Regulator of Social Housing’s Regulatory Framework) to adopt and comply with an appropriate Code of Governance. St Basils has adopted the sector specific NHF Code of Governance 2020. An annual statement of compliance in respect of the Governance Code is published in the Annual Report and Financial Statements.

In addition, St Basils has Standing Orders, with which Directors will be expected to comply, alongside applicable St Basils Policies and Procedures.

St Basils is a registered charity. All Board Members are also Trustees and will be registered as such with the Charity Commission for England and Wales. We are also a Company limited by guarantee; as such St Basils Directors are required to comply with any requirements within the provisions of the Companies Act 2006.

We recognise the need to ensure strong and effective governance. Directors are recruited based on skills, experience and diversity. Directors are recruited in a fair, open and transparent manner.

We adopt a co-regulatory approach to governance by establishing a strong working relationship between Board members and service users and developing our governance arrangements with them. We encourage Board members to visit services to support their strategic decision making. We have a Youth Advisory Board and have previous Youth Board Members on our main Board. Young people have developed 12 Youth Standards and we are held accountable through our governance systems for adherence to those standards.

**Role Profile**

**Role:** Director/Trustee

**Accountable to:** Directors are accountable to the Chair of the Board. They are also required to have due regard for stakeholders at all levels.

**Responsible for:** Governing St Basils in a way that ensures long-term success and oversight of the culture of the organisation.

**Salary:** The role is voluntary and so is unremunerated. Reasonable expenses will be paid for costs incurred in your role as a Director.

**Key Relationships:** Chair of the Board, Directors, Senior Leadership Team, Governance Team, External Stakeholders and funders where needed.

**Purpose of the role:** To ensure that St Basils is well governed. This will include holding senior managers to account in a constructive way, for the benefit of stakeholders. Board members must ensure that St Basils complies with legal and regulatory requirements. Directors must also act as “guardians” for the vision, mission and values of St Basils and ensuring that the appropriate culture is demonstrated at all levels of the organisation.

**Time Commitment**

Board and Committee meetings are held quarterly. Each will last around 2 hours and will normally be held late afternoon/early evening.

A Board away day is usually held in October each year. This may include an overnight stay.

Board members will be required to give time to prepare for meetings and the papers are circulated via an online portal a week in advance of the meeting.

We encourage Board members to visit our services to help them with strategic decision making. It is recommended that all Board members make 2 visits a year.

**Person Specification**

Applicants for the role will need to demonstrate the following qualities/experience:

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| **Criterion** | **Essential** | **Desirable** |
| Experience of, or a professional background in any of the following:  Health or Social Care, Children or Young People’s Services including Youth Justice, IT, Commercial Development, Legal or Housing | **X** |  |
| A commitment to the vision, mission and principles to work by of St Basils | **X** |  |
| A commitment to the time requirements of a St Basils Director | **X** |  |
| Prior experience as a Director/Trustee |  | **X** |
| An ability to digest large amounts of data, including financial accounts/Audit reports | **X** |  |
| An understanding of homelessness and associated issues, particularly for young people |  | **X** |
| A commitment to the principles of EDI, including tackling discrimination in all forms | **X** |  |
| An ability to challenge constructively and make decisions independently based on evidence | **X** |  |
| A willingness to undertake training and development as required by the Board | **X** |  |

**Commitment to Equality, Diversity and Inclusion**

St Basils is committed to creating an environment for staff, young people and partners that is free from all forms of discrimination and where diversity is embraced. Part of St Basils’ EDI strategy is to ensure that our Board reflects the communities and young people we serve. Our Board currently has under-representation from the Black community and therefore we particularly welcome expressions of interest from Black candidates.

**How to apply**

You can apply for this role by emailing a CV along with a cover letter explaining your motivations for wanting to join St Basils’ Board. We will also ask candidates to complete an EDI monitoring form. This form will not impact on recruitment decisions.

Please send completed applications to: Zoë Rossi, Company Secretary at [governance@stbasils.org.uk](mailto:governance@stbasils.org.uk)

**Closing date for applications:** Friday 1st March 2024, 5pm

**Interview date:** TBC