



# URBAN SAINTS



# Trustee

Information Pack

## Our Vision

Urban Saints will be an effective movement reaching young people in every community in the UK and Ireland, helping them live lives full of faith, hope and love.

We will achieve this by implementing a missional strategy which gathers, loves, journeys with and empowers children and young people of all backgrounds, that they might positively impact their communities, living like Jesus and being part of God's family.

## Our Mission

The mission of Urban Saints is to create safe spaces for young people with the opportunity to encounter Jesus and explore what it means to follow him.

This is our core purpose. It's why we exist. Whenever we decide to do anything, ensuring that it fits with the mission.



## Our Internal Values

This is how we approach our work together as a team



### Belonging

We are a united community where everyone is welcome.



### Serving

We are servants of God and each other, seeking Kingdom impact.



### Faithfulness

We journey together in faith to disciple the next generation.



### Grace-filled

We are filled with God's love, seeking to live and lead like Jesus.



### Innovative

We embrace creativity and are pioneering in our approach to reach young people.

## The Role

Trustees are the people responsible under the governing document of Urban Saints for controlling the management and administration of Urban Saints.

As a Christian youth work organisation, we seek to work in a Christ like way, as a Christ centred team, whilst taking seriously our responsibilities as charity Trustees. We consider our responsibilities as five core areas:

- **Statutory** - Taking ultimate responsibility for directing the affairs of Urban Saints so that charity and company law is complied with, accepting the duty of prudence and duty of care.
- **Strategic** - Setting the strategic direction of the ministry considering the external environment, approving the strategic plan and reviewing delivery of the same.
- **Stewardship** - Safeguarding the assets of Urban Saints, protecting the good name, the wellbeing and performance of the team and the financial resources.
- **Sharpening** - Providing a supportive environment to help shape the thinking of the CEO and the leadership team, in challenging ideas and making decisions.
- **Spiritual** - Hearing and articulating what God is saying, understanding the times and knowing what to do and to be regular and consistent in prayer for the ministry.

### **The statutory duties of a Trustee are to actively participate on the Board to:**

- Ensure that Urban Saints always complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure that Urban Saints pursues its objects as defined in its governing document.
- Ensure Urban Saints is carrying out its purposes for the public benefit
- Maintain proper financial control and ensure that Urban Saints uses its resources exclusively in pursuance of its objects, i.e. the charity must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are
- Contribute actively to the Board of Trustees' role in giving firm strategic direction to Urban Saints, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets.
- Safeguard the good name and values of Urban Saints.
- Ensure the effective and efficient administration of Urban Saints
- Ensure the financial stability of Urban Saints.
- Protect and manage the property of Urban Saints and to ensure the proper investment of the charity's funds.
- Appoint the CEO and monitor his/her performance.

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge, or experience s/he has to help the board reach sound decisions. These may involve:

- Scrutinising board papers
- Leading discussions
- Focusing on key issues
- Providing advice and guidance on new initiatives and other issues in which the Trustee has special expertise.

### **Format of Meetings and other information**

The Board meets four times a year, in addition to Urban Saints' Annual General Meeting (AGM) in the autumn and these meetings take place on a Saturday. The meetings of the Board will be a mixture of online and in person usually in Luton.

As a Trustee you will be a Board member and will attend at least one Sub-Committee in addition to the board meetings. Sub-Committees generally meet four times a year, mainly online.

As a Trustee you will need to give time, thought and energy to preparing for meetings and may need to take on particular pieces of work on behalf of the Board. The workload does not fall evenly across the year, so some periods are busier than others. Travel expenses are paid and full training will be given.



In order to be a Trustee for Urban Saints you must be at least 16 years of age.

Since Urban Saints provides regulated activities for children and young people, any appointment is subject to a satisfactory enhanced check from the Disclosure and Barring Service (DBS).

Urban Saints is a membership organisation and so Trustees are elected by the membership. Elections for new Trustees takes place annually at the AGM in October.

*This role description is not intended to be a legally binding contract between us and the volunteer. Neither party should expect any employment relationship to be created either now or at any time in the future.*



## The Person

Urban Saints are looking for individuals who:

- Are a committed Christian, love the Lord and are passionate about Urban Saints' ministry to young people.
- Will devote the necessary energy and time to the business of Urban Saints and keep up to date with all that Urban Saints is doing.
- Understand and accept the legal duties, responsibilities and liabilities of Trusteeship.
- Are capable of working effectively as a member of a team.
- Have strategic vision.
- Think creatively.
- Engage good, independent judgement.
- Will speak their mind in an appropriate way.
- Will keep aware of developments in the charity and corporate sectors.
- Will contribute to the organisation's overall performance.

A Trustee is required to act reasonably and prudently in all matters relating to the charity and must always bear the interests of Urban Saints in mind.

## Next steps

If you think you might be able to help us out and join in this exciting ministry to young people, then please get in touch with Matthew Judson (Interim Chair of Trustees) for a chat - email [mjudson@urbansaints.org](mailto:mjudson@urbansaints.org).

Matthew would love to answer any questions you have about becoming a Trustee, and will also then send you an Expression of Interest form.

