



## ROLE PROFILE

### TRUSTEE - PEOPLE/HR



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## POST:

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## OUR COMMITMENT TO EQUITY, DIVERSITY & INCLUSION

*As an equal opportunities employer, we welcome applications from under-represented groups; in particular from Black, Asian, Mixed Race & other ethnically diverse individuals, people with disabilities, and members of LGBTQ+ communities. Our dedicated ED&I Group, with support from the Senior Leadership Team, is actively promoting and advancing diversity and inclusion at OnSide, ensuring a culture where everyone can be themselves and thrive.*



## ABOUT ONSIDE

We're OnSide, a national charity that believes all young people should have the opportunity to discover their passion and their purpose, to find out what they've got and where it could take them. We fund and build state-of-the-art, multimillion-pound Youth Zones in the country's most economically disadvantaged areas. We train the amazing people that run them. And we offer continuing support to Youth Zones nationwide through the national OnSide Network

Youth Zones are brand new, purpose-built spaces, fizzing with energy and crammed with incredible facilities. They are staffed by skilled and dedicated youth workers who truly believe in young people; helping them see what they could achieve, and giving them the skills, confidence and ambition to go for it. This is life-changing support that helps tens of thousands of young people from a diverse range of backgrounds to thrive.

OnSide is investing in taking its successful Youth Zone model to young people across the country. We have a network of 15 open Youth Zones with substantial roll-out planned. OnSide's role is a) to create new Youth Zones, taking our tried and tested model to ever more young people and b) to support the existing Network as the umbrella organisation within a federated structure. Each Youth Zone starts with a £10 million capital campaign run by OnSide, creating a new local independent charity which becomes part of the federated OnSide Network.

The People/HR Trustee is expected to:

- Have commitment to the mission and values of OnSide
- Act with integrity and have a willingness to speak their mind
- Employ a strategic vision
- Have an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- Be sufficiently experienced in HR (likely as Chief People Officer / Group HR Director or COO) to offer support and challenge to the Board and senior team

Time Commitments:

- Trustees are expected to attend an induction meeting with the Board Chair and Chief Executive prior to attendance at their first board meeting.
- Trustees are expected to attend all board meetings and the Annual General Meeting, which are held mainly in White City, West London and occasionally at other locations in the Network
- Board meetings are held every 2months, normally during normal office hours, lasting approximately 2 hours
- Papers are distributed one week in advance of meetings - trustees are expected to have read them in advance of the meeting
- Trustees are expected to spend time, on an ad hoc basis, in between Board meetings to support the senior team
- Trustees may be asked to take part in governance training

## TRUSTEE'S GENERAL DUTIES

Ensure that OnSide complies with charity law, company law and any other relevant legislation or regulations  
Ensure that OnSide pursues its purpose as set out in its charity's governing documents, and as outlined in the Strategy and Business plans  
Ensure that OnSide applies its resources wisely and applies 'best value' principles  
Contributes actively to the board of trustees' role in giving firm strategic direction to the Chief Executive in setting overall policy, defining goals and setting targets and evaluating performance against agreed targets  
Ensure financial stability  
Ensure that there is a suitable framework of internal controls and risk management in place that are regularly reviewed and updated

## HR/PEOPLE SPECIFIC DUTIES

Actively support OnSide's policy setting  
Ensure that HR/People activities and interventions are linked to OnSide's charitable objects and strategic objective  
Champion and support OnSide's diversity goals within HR processes  
Ensure the Board of Trustees monitors and reviews the performance of the Chief Executive, rewards performance accordingly and identifies appropriate development opportunities  
Provide coaching, advice and support to the Director of People on areas such as talent development and general HR/ employment law issues that can't be managed internally

## PERSON SPECIFICATION

**We would like to hear from people with the following experience and qualities:**

Experience of HR/employment law issues and implementing them contextually, ideally from within national organisations with local branches.  
Experience of supporting organisations to scale up; management of significant periods of organisational growth  
Experience and knowledge about talent development, and investing in people  
Be networked with equivalent HR peers in national and other major corporates  
Willingness to actively participate in discussions and challenge as necessary  
Willingness to act in the best interests of the charity.  
Ability and willingness to coach and mentor the Director of People as appropriate  
Has a passion for OnSide's mission, with a clear alignment in values  
Sound, independent judgement and ability to think creatively.

## GENERAL INFORMATION

In accordance with our Child Protection and Safeguarding procedures, this position requires a basic DBS check.

### APPLICATION PROCESS

#### ANONYMOUS APPLICATIONS:

We recognise our workforce (including Trustees) is under-represented in certain areas and are committed to addressing this. We **strongly encourage** applicants to submit anonymous applications; in practice this means removing your name & email address from your CV & cover letter. Only these documents will be shared with the selection panel.

To apply, please email a CV and cover letter (no more than one page) in response to the person specification, setting out clearly why you would like to be a Trustee for OnSide to: [debbie.miller@onsideyouthzones.org](mailto:debbie.miller@onsideyouthzones.org)

You must be willing to meet with (in person or virtually) Jamie Masraff, Chief Executive and another Trustee to discuss your application and suitability.

*For information on how OnSide processes your data, go to*  
[OnSide Youth Zones Job Applicant Privacy Notice - OnSide Youth Zones](#)



# OUR VALUES



## YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

## EXCELLENCE

We encourage ourselves and each other to be the best we can be through continuous learning and improvement, and a focus on finding solutions.



## RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



## AMBITION

We are passionate and driven in taking on new challenges, embracing new ideas and exceeding our ambitions for young people, the Youth Zones and our local communities.

## COLLABORATION

We create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.

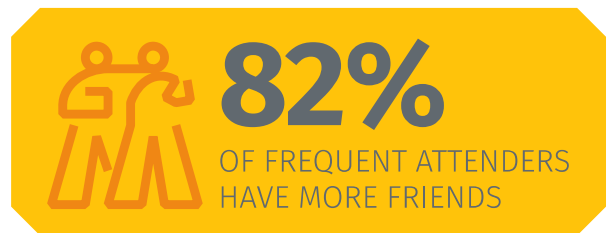


**OnSide**  
Here for young people

# PROVEN IMPACT



**GIVE YOUNG PEOPLE** A SAFE EXCITING PLACE TO GO TO HAVE FUN,  
BUILD THEIR SOCIAL NETWORKS AND SUPPORT THEIR PERSONAL DEVELOPMENT



**HELP YOUNG PEOPLE** LEAD HEALTHIER, HAPPIER LIVES

