



Trustee's Information Pack

Dear Prospective Trustee,

Thank you for considering becoming a trustee of the Institute for Children, Youth and Mission. CYM is a unique and independent educational charity that exists to enhance the capacity, credibility, and creativity of Christian mission and ministry amongst children, young people, their families, and communities. We work with partners from across Christian denominations, churches and mission groups.



We are at a pivotal moment in CYM's journey as we look to the future following our decision to close our Higher Education programmes. CYM are now looking forwards to build on a growing range of wider learning opportunities through research, training and resources designed to enrich the work of local churches across the UK.

Our trustees play a vital role in the life of CYM. The skills and expertise they bring are invaluable to us as we deliver on our current priorities and look towards future possibilities and opportunities. We wish to build on the current team of trustees to join us as we explore the way ahead.

We are particularly keen to recruit people with skills and experience in organisational management, strategic development and in charity finance. We are also seeking to increase the diversity of the board so particularly welcome interest from under-represented groups and people exploring trusteeship for the first time.

Please read through this recruitment pack for further information about CYM and what trusteeship involved. Should you wish to discuss being a trustee of CYM or require further information please do not hesitate to contact me via email at: sarah.fegredo@cym.ac.uk

Shalom

Rev Sarah Fegredo
Chair of Trustees

ABOUT US

The Institute for Children, Youth and Mission (CYM) exists to enhance the capacity, credibility, and creativity, of Christian mission and ministry amongst children, young people, their families, and communities. This is an expression of our charitable objects to promote the Christian faith and education through the provision of research, training and resources.

Established in 1999, CYM has drawn on a number of operational models. Throughout the past 25 years it has operated through partnerships with a number of universities to offer undergraduate and postgraduate degrees in mission and ministry involving children, young people and families. It has also provided a range of informal learning opportunities and courses.

Over the last year CYM has re-evaluated its position in the sector and decided to close its Higher Education programme, shifting our focus towards enabling research-informed ministry with children, young people, and families. We are at the beginning of a new chapter for CYM as we design this work in response to the needs and aspirations of ministry and mission in contemporary society. We invite you to help shape this future.



OUR FAITH

CYM was founded on a simple but powerful belief that research-informed education combined with the timeless Christian message of 'good news' can result in the transformation of individuals and communities. We achieve this through empowering God's people as we learn about how to best serve Him, and each other, in contemporary society.

Our faith in God is at the heart of CYM, our inspiration, our strength and our guidance. We're committed to following the teaching and example of Jesus Christ in supporting the extension of welcome and invitation to children, young people, and their families. We focus our resources on a demographic that is often underserved and sometimes forgotten. In practical terms, this simply means that we want to make a positive difference for children and young people in contemporary society as a reflection of our belief in God's unconditional love for all.

Motivated by our faith, we undertake research, training and develop resources to serve the church in ministry and mission alongside children, young people and their communities.

OUR VISION

CYM exists to enhance the capacity, credibility and creativity of Christian mission and ministry amongst children and young people, their families, and communities.



THE OPPORTUNITY

Our trustees play a vital role in making sure that CYM achieves its core purpose. They ensure that CYM has a clear strategy and that our work and goals are in line with our vision and mission. They also oversee the management, decision making and legal responsibilities of the charity. This is particularly important during a season of transition as we consider the future direction of CYM and shape the organisation to meet the changing needs, demands and aspirations for ministry and mission with children, young people, their families, and communities in the UK.

Board members have a collective responsibility. This means that trustees always act as a group and not as individuals. Trustees will:

- ◆ Ensure that CYM carries out its purpose for the public benefit, upholding CYM's purpose, vision, goals and activities.
- ◆ Shape operational strategies and policies, and monitor and evaluate their implementation.
- ◆ Manage the charity's resources responsibly, overseeing CYM's financial plans and budgets; and evaluating its progress.
- ◆ Enable the effective and efficient administration of the organisation.
- ◆ Govern with reasonable care and skill, ensuring that key risks are being identified, monitored and controlled effectively.
- ◆ Review and approve CYM's annual financial statements.
- ◆ Provide support and challenge to CYM's staff team in the exercise of their delegated authority and work plans.
- ◆ Keep abreast of changes in CYM's operating environment.
- ◆ Participate in regular reviews of CYM's own governance, attending Board meetings adequately prepared to contribute to discussions.
- ◆ Use independent judgment, acting legally and in good faith to promote and protect CYM's best interests to the exclusion of their own personal and/or any third party interests.
- ◆ Contribute to the broader promotion of CYM's objects, aims and reputation by applying skills, expertise, knowledge and contacts.



As a small charity, there will be times when the trustees will need to be actively involved beyond Board meetings. This may involve advance scrutiny of board papers, participating in working groups, providing advice and guidance to the staff team, presenting externally, or leading on developments in which the trustee has special expertise.

What we are looking for

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board. We especially welcome those from currently underrepresented groups and from people exploring trusteeship for the first time. You do not need previous governance experience – we will provide a full induction, training and appoint a board mentor if required.

Personal skills and qualities

- ◆ Willingness and ability to understand and accept the responsibilities and liabilities as a trustee and to act in the best interests of the organisation.
- ◆ Ability to think creatively and strategically, exercise independent judgement and work collaboratively as a board member.
- ◆ Good communication skills, a willingness to listen to other, participate actively in discussion and act on shared decision making.
- ◆ A strong personal commitment to equity, diversity and inclusion.
- ◆ Enthusiasm for CYM's vision and mission.
- ◆ Willingness to lead according to our values.
- ◆ Have an active and committed Christian faith.





TERMS OF APPOINTMENT

Terms of office

- Trustees are appointed for a 3 year term of office, renewable for 2 further 3 year terms to a maximum of 9 years.
- This is a voluntary position, but reasonable expenses are reimbursed.

Time commitment

- Attending 4 Board meetings annually. Currently the majority of meetings are held remotely with one in person meeting per year at a central location.
- Occasional attendance at CYM or related convening events and conferences.

Committee membership

Participation in and support for working groups as they are required; and / or support to the CYM staff team as needed or delegated within the boards responsibilities.

Equal Opportunities

We are committed to providing a non-discriminatory and harassment free working environment for employees, trustees and students. Trustees are expected to have due regard for our policies when carrying out their duties.

Safety, Health and Wellbeing

You will maintain a positive attitude to Safety, Health and Wellbeing in carrying out personal responsibilities and co-operate with policy/local rules/codes of practice.

Criminal Record (DBS) Check

It is a requirement that we carry out an enhanced DBS check for all trustees

Appointment of Executive Trustees

A bursary may be paid to a board member appointed as an Executive Trustee who holds additional responsibilities such as staff oversight, support, and accountability.

HOW TO APPLY

Applications can be uploaded via CYM's Board recruitment page on our website using the application portal or emailed to hello@cym.ac.uk

The application should consist of:

- A covering note of not more than two pages outlining why you are interested in becoming a trustee of CYM
- A CV showing roles where your experience and expertise is relevant to becoming a trustee at CYM. This should also include the details of two referees. Please note that we will also require a DBS check for this role.

The next step will be a conversation with the Chair and/or other members of the trustee board. We are seeking to fill our vacant positions as soon as possible so would be seeking to appoint early in 2025 but remain open to receive expressions of interest after this date where vacancies still exist.

Many thanks for your prayerful consideration of this opportunity to be part of securing the present and shaping the future of CYM.





16 Commerce Square,
Nottingham,
NG1 1HS

0115 777 0102
hello@cym.ac.uk

Charity No. 1081144