



**YMCA**  
BELLSHILL & MOSSEND

# ***Trustee Recruitment Pack***

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**2024**

Registered Office: 294 Main Street, Bellshill, ML4 1AB  
Scottish Charity No: SC014426

# DEAR CANDIDATE



Thank you very much for your interest in becoming a trustee of the Board of YMCA Bellshill & Mossend. Your consideration signifies a willingness to contribute to a meaningful cause, and we appreciate the time you're taking to explore this opportunity with us.

YMCA Bellshill & Mossend is at the heart of our community in Bellshill, offering essential services that span from youth work to community engagement and support. Our dedicated team works tirelessly to run a variety of programmes including a foodbank, aimed at supporting those most in need within our community. Our organisation strives to create a positive impact, fostering a nurturing environment where every individual can thrive.

We are seeking individuals who are not only passionate about making a difference in the community but also bring a wealth of expertise and a fresh perspective to our board.

The ideal candidate should have a strong commitment to our values, be ready to advocate for our mission, and possess the strategic insight to guide our organisation towards achieving its goals. Whether your background is in finance, community work, governance, or any other field that could enrich our board's diversity, we encourage you to apply.

As we move forward, YMCA Bellshill & Mossend is embarking on an exciting phase of growth and development. We are focused on expanding our services, enhancing our community programmes, and strengthening our impact through strategic partnerships and innovative solutions. Joining our board at this pivotal time offers a unique opportunity to be part of shaping the future of our organisation and making a lasting difference in the lives of those we serve.

*Ann-Marie McGonigal*

**Ann-Marie McGonigal, CEO**

# **ABOUT YMCA BELLSHILL & MOSSEND**

**Since its establishment in 1907, the YMCA Bellshill & Mossend has been a cornerstone of hope and support for the local community. For over a century, our organisation has dedicated itself to nurturing the potential of every young person, supporting families in need, and contributing positively to the community's well-being. Our founding principles of empowering young people and serving the community have remained steadfast, guiding our actions and initiatives throughout the years.**

At the heart of YMCA Bellshill & Mossend's work is a deep commitment to youth work. We believe in the power of young people to effect change in their lives and in the community. Through a wide range of programmes, we provide young people with safe spaces to learn, grow, and thrive. Our initiatives are designed to empower young people, fostering their development in healthy living, academic support, and leadership skills. By equipping them with the necessary tools and confidence, we aim to unlock their full potential and inspire a generation of proactive and engaged citizens.

Community work is another pillar of our organisation. Understanding the diverse needs of our community in Bellshill has allowed us to develop targeted programmes that address pressing issues. From running a foodbank to offering support services, we strive to provide a lifeline to those in dire situations. Our efforts extend beyond immediate relief, focusing on building resilience and fostering a sense of belonging and support within the community.

As we look to the future, the YMCA Bellshill & Mossend remains committed to evolving and adapting our services to meet the changing needs of our community. The lessons learned since our founding in 1907 continue to inform our approach, ensuring that we remain a relevant and vital resource for those we serve.

Our dedication to youth work, community support, and fostering inclusive environments has made a significant impact, and we are driven to continue this legacy for generations to come.



# OUR VISION & VALUES

**S** To create a **SAFE** respectful space for children, young people, families, staff & volunteers of every denomination to make them feel equal and valued

**H** Where **HONESTY** is key to every interaction and our actions and decisions make us accountable

**I** Create a community that is **INSPIRED** and resourceful to be the best that it can be

**N** An environment that is **NON-JUDGEMENTAL** and puts children, young people and families first

**E** An organisation that can adapt to an ever-changing **ENVIRONMENT** and circumstances

# OUR STRATEGY

## OUR STRUCTURE

Bellshill and Mossend YMCA has been a recognised Scottish charity since 1918, providing a variety of high-quality services to young people. It is a nonprofit organisation limited by guarantee, administered by a board of directors

## OUR VALUES

Bellshill and Mossend YMCA's values are aligned with the SHINE commitment:  
Safe | Honest | Inspired | Non-judgemental | Environment

## OUR MISSION

Bellshill & Mossend YMCA's mission and strategic priorities are aligned with World YMCA Vision 2030, whilst also being focused on the needs facing our communities and young people in our area

## STRATEGIC PRIORITIES

COMMUNITY WELLBEING 

MEANINGFUL WORK 

SUSTAINABLE PLANET 

JUST WORLD 

## STRATEGIC GOALS

Ensure that our staff and volunteers work in a culture where wellbeing is a fundamental priority  
Strengthen and expand safe and inclusive spaces  
Empower every young person we engage with

Become recognised as a fair opportunity and equitable employer  
Create and strengthen our digital programs  
Upskill our young people and communities to strengthen opportunities

Create programmes that support the aims of North Lanarkshire Council to be net-zero by 2030  
Inspire our staff, volunteers and community to champion environmental responsibility  
Create an environmentally conscious space within our building on Main St

Continually adapt our programmes and practices to become a truly equitable, diverse and inclusive organisation  
Create programmes that support the poverty agenda within North Lanarkshire  
Create programmes that will support North Lanarkshire's Equality Strategy

We have aligned with the World YMCA in focussing our work around the four YMCA pillars of impact.

Under each pillar we have identified three goals for our work, ensuring that these are also aligned with the United Nations Sustainable Development Goals and the Scottish Performance Framework

# ***THE ROLE OF A TRUSTEE***



**We are seeking committed individuals to join us in the pivotal role of Trustee at the YMCA Bellshill & Mossend**

**As a Trustee, you will play a crucial role in steering the direction of our organisation, ensuring that we continue to meet the needs of our community effectively and sustainably**

**This role is both a privilege and a responsibility, offering the opportunity to contribute your expertise and insights towards making a meaningful difference in the lives of those we serve**

**Ideal candidates will bring a passion for community service, strategic vision, and a dedication to upholding the values and objectives of our esteemed organisation**

# **TRUSTEE RESPONSIBILITIES**

## **Strategy**

**Setting Direction and Priorities:** Trustees are responsible for establishing the charity's strategic direction and priorities, ensuring alignment with its mission and responsiveness to the needs of its beneficiaries.

**Understanding and Committing to the Organisation's Purpose:** Trustees should fully grasp the charity's objectives and commit to achieving them, ensuring that all actions and decisions contribute towards fulfilling these aims.

**Financial Oversight and Sustainability:** Overseeing the charity's financial planning and sustainability is crucial. This involves approving budgets, monitoring financial performance, and ensuring resources are allocated effectively to support strategic objectives.

## **External Relations**

**Advocacy and Representation:** Acting as ambassadors for the charity, advocating its mission and work to external stakeholders and seeking opportunities to enhance the organisation's profile and impact.

**Engagement and Communication:** Facilitating open and effective communication with stakeholders to understand their needs, gather feedback, and communicate the charity's achievements and impact.

**Promoting Equality and Diversity:** Ensuring the organisation's commitment to equality, diversity, and inclusion is reflected in its policies, practices, and external engagement activities, recognising that diversity is crucial for effective governance.

# **TRUSTEE RESPONSIBILITIES**

## **Governance**

**Compliance and Legal Obligations:** Ensuring that the charity complies with legal and regulatory requirements, including the Charities and Trustee Investment (Scotland) Act 2005, and other relevant legislation.

**Board Effectiveness and Behaviour:** Ensuring the board operates efficiently and effectively, with clear governance structures and processes in place. Trustees should promote a culture of mutual respect, integrity, openness, and accountability.

**Safeguarding Assets and Integrity:** Protecting the charity's assets (both physical and intangible) and ensuring they are used exclusively in pursuit of its objectives. Trustees must also safeguard the integrity and ethical standards of the charity.

**Succession Planning:** Implementing a plan for the development and recruitment of trustees and key personnel to ensure the charity's long-term resilience and capability to achieve its objectives.

**Risk Management and Internal Controls:** Implementing appropriate controls and processes to manage risks to the charity's operations, finances, and reputation. This includes regular review of policies, procedures, and governance structures to ensure they are fit for purpose.



# PERSON SPECIFICATION

The ideal candidate will demonstrate the following personal qualities, skills and experience:

## PERSONAL QUALITIES

**Commitment to the Organisation:** Demonstrates unwavering dedication to the charity's purpose, vision, and values, with a readiness to allocate necessary time and effort.

**Integrity and Accountability:** Upholds high ethical standards and impartiality, prioritising the charity's interests and maintaining transparency in decision-making.

**Strategic Vision:** Exhibits the ability to think creatively and strategically, foreseeing the charity's future and formulating plans to realise its objectives.

**Teamwork:** Works effectively within a team setting, supporting collective decision-making and contributing positively to board dynamics.

**Diversity and Inclusion:** Advocates for and actively promotes diversity, equity, and inclusion within the charity, ensuring it serves and represents the community comprehensively.

**Adaptability:** Shows flexibility and resilience in adapting to change, aiding the charity in navigating evolving challenges and circumstances.



# PERSON SPECIFICATION

The ideal candidate will demonstrate the following personal qualities, skills and experience:

## SKILLS AND EXPERIENCE

**Understanding of Governance:** Possesses a thorough grasp of the roles and responsibilities of a Trustee board, including compliance with legal, regulatory, and governance standards.

**Communication Skills:** Strong interpersonal and communication abilities, capable of constructive debate, active listening, and clear expression of thoughts.

**Professional Expertise:** Brings specific professional skills or expertise beneficial to the charity, such as financial management, legal insight, fundraising, HR, or marketing.

**Experience in the Sector:** Previous involvement in the charity sector or related fields, understanding the unique challenges and opportunities it presents.

**Innovative Thinking:** Offers innovative perspectives and solutions, encouraging the exploration of new opportunities and approaches for the charity

**Relationship Building:** Proficient in establishing and nurturing effective relationships with various stakeholders, including beneficiaries, partners, and funders.



# ***TIME COMMITMENT***

Trustees are expected to attend regular board meetings, typically held quarterly, with availability for additional meetings or events as needed. This voluntary role includes reimbursement for reasonable expenses, with a typical term of office lasting three years, subject to possible reappointment.

# ***HOW TO APPLY***

Please send a covering letter stating why you think you are suitable for the role of Trustee to our CEO, Ann-Marie McGonigal at: **[ann-marie@ymcabellshill.org](mailto:ann-marie@ymcabellshill.org)**

Letters should be no longer than two A4 pages, all applications will be acknowledged.

If you would like a confidential and informal chat about the role, please contact Ann-Marie at the above address.

If you are successful in your application, you will be asked to sign a Trustee Declaration form stating that you are not disqualified or disbarred from acting as a trustee of a charity. You will be registered on Companies House and in time, due to upcoming changes being introduced from Charities Scotland Act 2023 on our OSCR listing.

To find out more about our organisation please visit our website: **[www.ymcabellshill.org](http://www.ymcabellshill.org)**

You can also find more information on Companies House, our Registered Company Number is **SC217931** or on OSCR, our Charity Number is **SC014426**