

# THE MIX



**Recruitment  
Young Trustee**

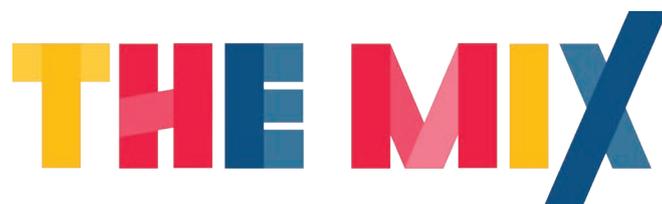
# Welcome

The Mix is looking to recruit two young trustees to add value to our board. To be able to truly meet the needs and demand of young people, they have to be represented at all levels of the charity. Youth involvement currently takes place throughout the Mix's day to day work and we also want it to feature at board level.

This is where your involvement comes in!

It is crucial that young people's perspective's on the charity's direction is represented at a board level.

We are looking for young trustees who are passionate about issues which impact young people and are ready to advocate for young people at a charity governance level.



# About The Mix

The Mix is a free, confidential support service for under 25s - making a massive difference to over two million young people in the UK each year. Whatever issue a young person is facing, The Mix is always there for them - online, over the phone or via social media. It connects young people to experts and their peers to talk about everything from money to mental health, from homelessness to jobs, from break-ups to drugs.

We are one of the eight charities forming the Duke and Duchess of Cambridge and Prince Harry's Heads Together campaign to end stigma around mental health and will continue to work with them on raising awareness and providing vital help for people with mental health challenges. We work on high profile campaigns to change attitudes and raise awareness with the likes of Daniel Radcliffe, Lady Gaga, and most recently Russell Brand. We work with TV shows like Hollyoaks to help young people understand sexual consent and big brands like River Island, Dixons Carphone and Lloyds Bank on everything from money to masturbation.

Today's young people face an unprecedented range of challenges. They are possibly the first generation worse off in physical and emotional terms than their parents. The Mix's mission is to ensure that every young person can make informed choices about their wellbeing - wherever and whenever they are:

[www.themix.org.uk](http://www.themix.org.uk)

## Vision, Mission and Values

**What we do:** The Mix is here to take on the embarrassing problems, weird questions, and please-don't-make-me-say-it-out-loud thoughts that people under 25 have in order to give them the best support through our digital and phone services.

**Vision:** A world in which every young person is heard and is supported to deal with the ups and downs of life

**Mission:** To be the first place any young person turns to drive positive change in their lives and the world around them.

## Values:

- **Empowering** - We support young people to speak out, to take part and to take control of their lives.
- **Brave** - we talk about everything to reflect the real lives of young people.
- **Collaborative** - we work with others to achieve the best outcomes.
- **Inclusive** - We welcome all young people from all backgrounds and circumstances
- **Non-judgemental** - we are open minded, we do not criticise or blame.

# Person Specification

We are looking for a dynamic individual with a real passion and enthusiasm for helping young people to improve their lives.

- Passionate about the need to support young people to achieve their potential.
- Commitment to the vital role of digital in engaging young people.
- Ability to speak on issues which affect young people in the UK.
- Able to act as an ambassador for The Mix online and at events.
- Interest in youth sector and youth issues.
- A willingness to learn about charity governance.
- Curious, inquisitive and open to a new learning opportunity.
- Understanding of digital platforms used by young people e.g. Tiktok (growing activists).
- Well-connected within the youth/ charity sector.
- Understanding or experience in volunteering, youth activism or youth leadership opportunities.
- Is comfortable learning about finances – **training will be provided.**

At The Mix, we are fully committed to increasing the diversity of our board. A more diverse board will:

- Understand better the needs of young people.
- Offer a broader range of perspectives about issues faced by young people.
- Be more creative in generating ideas and solutions.
- Improve decision making.

To this end we are seeking applications from individuals with a diversity of experience and perspectives, including age, ethnicity, religion, sexual orientation, and socio-economic and cultural background. We particularly welcome applications from people aged between 18-25 years.

## Terms and Conditions

Salary:	This role is voluntary
Term:	Three years (one year minimum)
Location:	Meetings will take place online in the current climate. When it is safe to do so meetings will be held at The Mix's offices in London EC1V.
Expenses:	The Mix will reimburse you for expenses, such as travel expenses when meetings are face to face

# Role Description

<b>Role title:</b>	<b>Young Trustee</b>
<b>Reporting to:</b>	<b>Chair of Trustees</b>
<b>Department:</b>	<b>Board</b>

## What is a trustee?

Trustees are a group of people who are legally responsible for making sure that the charity is run well, financially stable and is doing what it set out to do. Trustees are often made up of volunteers with different skills and expertise. The more diverse a board of trustees is in its skills, experiences and perspectives the stronger it is.

[Read here to see if you are eligible](#)

The trustee board is made up of 8-10 people, and led by a Chair. The board of trustees are responsible for:

- Ensuring the charity operates in line with its governing documents and the law.
- Ensuring the charity operates within its financial capacity, and uses its resources responsibly
- Ensuring that the charity carries out its charitable purpose for the benefit of the public.
- Acting in the best interests of the charity and its beneficiaries.
- Being accountable to its beneficiaries and the charity commission.

The Mix's current trustee board meets 5 times per year, at present this takes place via a video call. Along with bi-monthly trustee meetings, our trustees also sit on sub-committees which meet before each board meeting. The sub-committees take care of a certain part of the charity such as finance and work with our Senior Management Team and Youth Board to ensure that things are running smoothly.

### Overall purpose of this role:

To work with the board of trustees to provide effective strategic leadership; ensure the highest standards of service delivery and that the Charity continues to meet the changing needs of young people.

Specifically, the young trustee role is to bring a valuable perspective to the board and to advocate for the inclusion of young people's voices at all levels of the organisation.

We do not expect new young trustees to have experience or ready skills in charity governance; you will develop these skills in a supported environment as you serve. We are specifically interested in people who have a passion for advocating for young people's rights, understand the value of access to digital support services and are willing to speak up on behalf of young people.

# Trustee key areas of responsibility:

- Provide strategic leadership of The Mix's online and helpline services, prioritising developments, capitalising on opportunities, ensuring a pro-active and creative approach to our work.
- Contribute insight to the shaping of innovative service solutions that meet the needs of young people.
- Provide sound governance, ensuring the Charity functions within its articles, mission and charity law.
- Champion the needs of young people and their involvement in the delivery of our services.
- Act as an ambassador for our work and make introductions where appropriate.
- Provide support to staff and volunteers where required.

## Young trustee specific areas of responsibility:

- Be willing to bring your perspective to decision making at the board level.
- Ensure that the board of trustees and SMT are listening to the views of young people through The Mix's youth voice structure.
- Use your knowledge of youth-led activism and leadership to help inform the way the board listens to and works with the youth board.
- Ensure that the insights from The Mix's youth voice structure, which inform strategy development, are interpreted correctly.
- Attend training sessions which will help you to thrive within your role in the board of trustees.
- Take the time to familiarise yourself with board documents, participate in committees where valuable and read all papers in advance of each meeting.

## Impact of being a trustee:

- Be at the forefront of ensuring that young people have access to vital services.
- Help set the direction of a charity which has a reach of over 4 million young people
- Ensure that The Mix's board of trustees are holding young people at the centre of their work.
- Read the story of a young trustee here:

<https://youngtrusteesmovement.org/blog/meet-tina-bhartwas>

# Our current board

Our Trustees have, and must accept, ultimate responsibility for directing the affairs of the Charity, ensuring that it is financially stable and well-run, and delivering the public benefit for which The Mix was established.

The Mix is very lucky to have an excellent board of current trustees drawn from a range of industries. They include:

- **Andrew Harrison (Chair)** – Director at Freston Ventures and former CEO of Carphone Warehouse.
- **Gearoid Lane (Vice Chair)** – CEO of Agility Eco.
- **James Scroggs** – Marketing Consultant & Music Executive, background includes ITV Digital and MTV. Chair of Trustees at CALM.
- **Henny Braund** – CEO of Anthony Nolan Charity and former COO of Shelter.
- **Chloe Combi** – Youth expert, author, former teacher and consultant on youth issues for the Mayor of London.
- **Debbie Chandler** – Financial director at RVU and former Commercial Finance Director at Zoopla.
- **Luke Taylor** – is the CEO of CRM and Digital for Omnicom Group.

## Benefits of being a trustee:

- Learn vital governance and leadership skills
- Learn how a charity operates and what goes into growing a charity
- You will receive mentoring from people who are leaders in their field
- Will build up your CV and networking skills for future employment

## Time commitment

It is envisaged that a Trustee will commit the equivalent of about 10 days per year to The Mix, though we understand this may vary depending on your circumstances.

- Board meeting bi-monthly – approx. 5 - 10 days overall per year
- Sub-committee meetings prior to board meetings every 2 months - 1 day overall
- Contribution to papers and narrative to the Board – approx. 0.5 day overall
- Ad hoc meetings as required, calls with CEO & Chair– approx. 1.5 days overall

# How to apply:

To apply, please provide an answer to the following four questions, and send your answers along with a diversity and monitoring form to: **workforus@themix.org.uk**.

You can type your answers, or if you would rather answer the questions via a video or other creative means, please feel free to do so.

Insert questions here:

1. Why do you want to be a young trustee at The Mix and why do you care about our mission? (250 words)
2. What would you like to gain from this experience? (50-150) words
3. What programmes or youth related activities have you previously been involved in? (250)
4. What would the Mix benefit from your trusteeship (250)

## Recruitment Timetable

16th June 2021	Deadline for applications
9th June 6.30pm	Q&A and information session with a young trustee
23rd June 2021	Candidates invited for an interview
W/C 28th June 2021	Interviews will take place via Microsoft Teams
2nd July 2021	Candidates informed if they have made it to the second round
5th July 2021	Candidates meet board, senior staff, and youth board
	Appropriate references and checks are carried out
13th July 2021	Candidates voted in at the board meeting
	Unsuccessful candidates are informed, and feedback is provided.

## Our staff:

Check out our `Meet our Staff` Video on our YouTube channel

[https://www.youtube.com/user/TheSiteVideos/featured?disable\\_polymer=1](https://www.youtube.com/user/TheSiteVideos/featured?disable_polymer=1)



**THE  
MIX**

**Our social media:**



**@TheMixUK**