

Plymouth YMCA
Board of Directors Member
Job Specification

About Plymouth YMCA

The YMCA is a leading charity and Christian Association, open to people of all faiths and of none. We are an independent charity organisation committed to meeting the needs of our community. We are determined to provide quality programmes that are focused on the most vulnerable and are dedicated to Christian principles that guide the development and delivery of our programmes enabling people to 'grow, contribute, thrive....'

Plymouth YMCA

Plymouth YMCA is the largest youth service provider in the City of Plymouth. While young people are the focus of much of our work we provide programmes and activities that span all ages. Beginning with pre and post natal support through our Children's Centre and daycare facilities; along with vocational and adult education courses, sports and fitness industry training, community gyms, holiday play schemes and adventurous activities and health programmes that have current participants as elderly as 93. This means there is sure to be something on offer at Plymouth YMCA suitable for just about everyone.

Overall Purpose

The Board of Management is responsible for the overall fiduciary responsibilities, governance and strategic direction of the Association, developing the Organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Key Responsibilities

To ensure that the association complies with Charity and Company Law and any other legislation as laid down by Companies House or other statutory bodies.

Ensuring that the Association has and adheres to a clear vision, mission, and strategic plan and that there is a common understanding of the role of directors and staff.

To ensure that the Association pursues its charitable objectives and complies with its Memorandum and Articles of Association.

To ensure that the Association applies its resources exclusively in pursuance of its objectives.

To ensure that the Christian ethos is evident in the life and work of the Association.

To contribute actively to the Board's role in giving firm strategic direction to the Association setting overall policy, defining goals, setting targets, and evaluation of performance against those targets.

To ensure that there is a clear understanding of the scope of authority delegated to the Chief Executive.

In addition to the general duties of a director, each individual director should use any specific knowledge or experience they have to reach sound decisions.

Skills, knowledge and experience

It is helpful if Board Members have skills, knowledge and experience in at least one of the following areas:

- Community links and involvement
- Childrens' work
- Youth work
- Housing management
- Financial management
- Sports, health, exercise and fitness
- Health related activity
- Legal
- Fund raising
- Marketing and public affairs
- Computer and information technology
- Education
- Personnel management
- Health and safety
- Governance
- Spiritual development
- Property matters

Person Specification

Board members will be chosen primarily because they are interested in the Aims and Purposes of the YMCA and because they are willing to support the achievement of these purposes:

- Support of the Christian aims and purposes of the YMCA Movement
- Are loyal enthusiastic Full members of the YMCA who understand the Aims and Purposes of the Association and believe in them
- A willingness to devote the necessary time to the role
- Enjoys a high reputation among his/her peers for the skills and the moral and ethical standards that characterise his/her life
- Are interested in people and eager to serve
- The ability to work as a team with his/her fellow Board members and to make his/her own special contributions towards the leadership of the YMCA
- Integrity
- Good independent judgement
- An understanding and acceptance of the legal duties responsibilities and liabilities of Trusteeship
- Is willing to learn the most effective ways of performing his/her responsibilities as a member of the Board
- Is prepared to ensure the financial viability of the association through the support of fund raising efforts
- An ability to think creatively
- A willingness, where appropriate, to take advice

Obviously no one man/woman will have all these qualifications when they are invited to become a member of the Board but they should have some of them and be willing to consider others.

The majority of meetings are held early evening with occasional events at weekends. It is important that Board members can make themselves available during those times.