

TRUSTEE ROLE DESCRIPTION

Our Organisation

The Recruitment Junction is a social impact organisation based in the north-east of England, dedicated to transforming the lives of people with convictions through meaningful paid employment. Since launching at the end of 2020, we have supported over 1,000 people to find fulfilling work. As a passionate, values-led charity our mission is to bridge the gap between talented individuals seeking work and employers offering rewarding job opportunities, creating a thriving community where everyone has the chance to succeed. We deliver on skills shortages, push back on regional unemployment and contribute to a national reduction in re-offending.

Purpose	We place people with convictions into paid work, so they can build purposeful lives and see their families thrive
Mission	We do this by providing practical employment support, linking them to companies with good jobs
Vision	A society where people's past convictions don't define their employment future

Values

- Expectant hope we believe in the change we want to see
- Resilience we stay the distance
- Relationship-led we focus on people not programmes
- Collaboration we thrive through supporting each other in team and by partnership
- Christian values compassion in action, integrity, second chances, faith

Role of the Board

The Board will support the work of The Recruitment Junction and provide mission-based leadership and strategic governance. While day-to-day operations are led by The Recruitment Junction's Senior Leadership Team (SLT), appropriate involvement of the Board is both critical and expected. Specific Board Member responsibilities include:

- Commitment to the work of the organisation
- Attendance at Board meetings and the Annual General Meeting (AGM)
- A time commitment outside of Board meetings for email correspondence, including Board preparation
- Reviewing agenda and supporting materials prior to Board and committee meetings
- Serving on committees or project teams and taking on special assignments
- Participation in the discussions and the deliberations of the Board
- Being aware of and abstaining from any conflict of interest
- Advising and supporting the SLT as they develop and implement The Recruitment Junction's strategic plan

- Reviewing outcomes and metrics created by The Recruitment Junction for evaluating its impact, and regularly measuring its performance and effectiveness using those metrics
- Approving The Recruitment Junction's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Representing The Recruitment Junction to stakeholders; acting as an ambassador for the organisation
- Non-judgemental attitude towards working with ex-offenders. Committed to anti-discriminatory and inclusive working practices
- Demonstrating an understanding of, and sympathy for, The Recruitment Junction's Christian ethos and values

Essential Skills and Experience Requirements of Trustees

- The ability to think strategically and deploy intellectual curiosity
- The ability to analyse information and where necessary challenge constructively, demonstrating good independent judgement
- The ability to work within the Trustee Confidentiality Agreement
- Experience of organisational transformation /change programmes
- The ability to work effectively as a member of a team
- Excellent communication and interpersonal skills
- A willingness to network effectively in support of organisational strategic aims
- The ability to attend in-person and remote Board meetings and support working groups as required.

Board Term/Participation

All Board members serve 3-year terms, to a maximum of 3 terms. There are five Board Meetings per year in addition to any sub-committee meetings, plus an annual strategy day. Some meetings can be joined remotely.

Applications to the Chair of Trustees: patricia.alexander@therecruitmentjunction.com