

# TRUSTEE ELECTION 2024

## Call for nominations

Closing date: 22 August 2024

Published by Voluntary Action Leeds

---



Dear Candidate,

We're looking for new trustees to join our Board. Voluntary Action Leeds (VAL) provides infrastructure support to the Voluntary, Community and Social Enterprise (VCSE) sector in Leeds and has done for almost 70 years. Our mission is to strengthen and champion groups, organisations and movements to lead on achieving positive social change - you can find out more about us in our current [Strategy](#). Our work includes:

- Running the recognised Volunteer Centre for the city and its online platform, Be Collective, as well as developing innovative volunteering programmes;
- Providing funding and governance advice to groups and organisations at all stages of their development;
- Supporting and facilitating a range of networks in the city including Third Sector Leeds, Young Lives Leeds, the Culturally Diverse Hub, Leeds Crime Reduction Network, Leeds ACTS!, the Volunteer Manager's Network and the Leeds Funding Support Network;
- Working to support community-led initiatives including the Leeds Community Anchor Network and Climate Action Leeds;
- Managing Doing Good Leeds, the online hub for the sector and communities;
- Offering practical support to groups and organisations via our Payroll bureau;
- Working with a network of trainers to provide high-quality training courses.

VAL is a registered charity and a company limited by guarantee. Our Board of Trustees provide strategic oversight to the running of the organisation by our senior management team. Our Board meets six times a year and is supported by a number of sub-committees supporting our internal governance, including Personnel, Finance and General Purposes and Equality and Diversity.

The role of a trustee is to support and challenge the organisation's ongoing development - to ensure we do our job well. Whilst you don't need to have a professional background or have specific qualifications, you do need to be able to commit to attending Board meetings and share our values of equity, diversity and accountability.

We know that the work of the VCSE sector in Leeds (an estimated 3,200 groups and organisations) makes life better for so many people across our city and our role is to support groups and organisations – and the communities they work with – to thrive and enable positive social action.

We are looking for new trustees, who feel as passionately about our work as we do. As a trustee, you will play a vital role in the continuing development of our organisation.

Our Board is inclusive, welcoming and committed to continuous improvement. Becoming a trustee is both a serious commitment and a rewarding experience.

If you're interested in our organisation and the work we do, we would love to hear from you.

We're particularly keen to encourage nominations from people who are representative of the diversity of the city and who are currently under-represented on the board. This includes people from culturally diverse communities, people who identify as LGBTQIA+ and young people.

We would also welcome nominations from people with experience and knowledge of business planning, in particular finance experience, charity/company law, investments and lobbying/campaigning.

We invite you to a drop-in session with some of our existing trustees on 15 August 2024, at Stringer House. If you would like assistance completing the form or have any questions about the process please email [helen.farrell@val.org.uk](mailto:helen.farrell@val.org.uk) or call 0113 2977920. Alternatively, for an informal chat about the role, contact Val's Chair of Trustees, Sarah Rogers by emailing [sarah.rogers@val.org.uk](mailto:sarah.rogers@val.org.uk)

Complete the nomination form below and return it via email to [helen.farrell@val.org.uk](mailto:helen.farrell@val.org.uk)

or post it to:

Helen Farrell- Operations Coordinator, VAL, Stringer House, 34 Lupton Street, Leeds LS10 2QW

## Timetable for nominations and candidates

15 August 2024 - drop in session, 11am - 1pm

Meet VAL's trustees - an information event for those interested in finding out more about the role of a trustee (refreshments will be provided).

---

22 August 2024

Deadline for the receipt of Nomination Forms.

---

27 August - 18 September 2024

Trustee elections take place, with new trustees announced at the Annual General Meeting on 25 September 2024

### Important Dates

You will be expected to attend six Trustee Board meetings per year and be a member of one of our sub-committees, which meet quarterly:

- Health & Safety
- Personnel
- Finance & General Purpose
- Equality & Diversity

Dates for your diary:

- 9 January 2025 (evening) - Trustee Board Development Session
- 22 May 2025 (full day) - Staff and Trustee Away Day

### For candidates - how we will use your information

Your name and supporting statement will be printed in the voting guide which is sent out to all of our members.

If you are subsequently elected as a trustee of Voluntary Action Leeds, your name, photograph and supporting statement will be published on our website.



# TRUSTEE NOMINATION FORM

Title:	
First name:	
Surname:	
Address:	
Postcode:	
Email:	
Telephone:	
Date of birth:	
Nationality:	
Previous names:	
Occupation:	



I confirm that I agree to be nominated. If elected I agree to sign and abide by the Code of Conduct for Trustees of VAL and to declare any potential conflicts of interest that could affect my role.



I confirm that I have never been disqualified as a trustee of an organisation.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Please complete the form overleaf. Nomination forms must be returned no later than Monday 22 August 2024

Please return to Helen Farrell- Operations Coordinator, VAL, Stringer House, 34 Lupton Street, Leeds LS10 2QW or email [helen.farrell@val.org.uk](mailto:helen.farrell@val.org.uk)

What kind of knowledge or experience do you think you would bring to the board? Tick those that apply.

Volunteering	<input checked="" type="checkbox"/>	Being part of a community group	<input checked="" type="checkbox"/>	Working as a team	<input checked="" type="checkbox"/>
Business planning	<input checked="" type="checkbox"/>	Charing meetings	<input checked="" type="checkbox"/>	Charity law	<input checked="" type="checkbox"/>
Community development	<input checked="" type="checkbox"/>	Company law	<input checked="" type="checkbox"/>	Equity, diversity & inclusion	<input checked="" type="checkbox"/>
Health and safety	<input checked="" type="checkbox"/>	Investments	<input checked="" type="checkbox"/>	Legal knowledge	<input checked="" type="checkbox"/>
Lived experience	<input checked="" type="checkbox"/>	Lobbying & campaigning	<input checked="" type="checkbox"/>	Local government	<input checked="" type="checkbox"/>
Managing premises	<input checked="" type="checkbox"/>	Quality assurance	<input checked="" type="checkbox"/>	Strategic planning	<input checked="" type="checkbox"/>
Other (please state)	<input checked="" type="checkbox"/>				

Please give details of any other experience or skills you can offer (max 100 words).

What motivates you to apply to become a trustee of Voluntary Action Leeds? (max 100 words).

Please be aware that your statement will be used as written\* within the voting guide circulated to all members, so please read and check before you submit. Please keep to the designated word count.

\*We reserve the right to withdraw/exclude candidate nominations where personal statements are considered defamatory or those that do not reflect the values of VAL.



Published by Voluntary Action  
Leeds. July 2024

---