

alec dickson trust

We support young people who, through **volunteering** or **community service**, aim to enhance the lives of others, particularly those most marginalised by society.



The Alec Dickson Trust is a small grant making Trust looking to recruit up to six volunteers to join its Board of young Trustees. The Trust supports young people who, through volunteering or community service, aim to enhance the lives of others, particularly those most marginalised by society.

Job title: Trustee

Salary: Unpaid

Location: Central London

Contact email: chair@alecdicksontrust.org.uk

Application deadline: 22nd April 2019

Commitment: Trustees meet on a quarterly basis and are expected to attend four meetings a year in Central London. So you must be willing to travel to Central London for quarterly evening meetings (circa 2 hours 18:30-20:30). Also Trustees are expected to make a minimum commitment of 2 years in post.

About the Alec Dickson Trust

Alec Dickson together with his wife Moira, founded Voluntary Service overseas (VSO) and later Community Service Volunteer (CSV) as they passionately believed that anyone – whatever their background – could make a positive contribution to the world around them. Alec pioneered the involvement of young volunteers with backgrounds in offending, drug misuse and homelessness, built up a programme of community service work in schools, and campaigned vigorously for a nationwide community service. It was with this spirit of adventure and belief in young people that the Alec Dickson Trust was established after Alec's death in 1994. Since then, the Trust has remained in the hands of young people all of whom are under the age of 30 to continue his legacy by awarding grants to young people with innovative community projects promoting volunteering up to the value of £500.

As a Trustee of the Alec Dickson Trust, your role is to review and discuss exciting applications four times a year by young people dedicated to making changes in their community at the quarterly board meetings. All applications are marked on a grading system looking at innovation, need and how they promote youth volunteering. On top of reviewing applications, Trustees are encouraged to support Trust by sharing new and innovative ideas to help shape and steer the management of the grant making process so that we can continue to make a real and positive difference. We are looking to recruit a Trustee who will co-manage our website and communications.

If this sounds like the role for you, we would be delighted to hear from you and look forward to being in touch soon.

A handwritten signature in black ink that reads 'Katrina Wilson'.

Katrina Wilson, Chair of Trustees

Person Specification:

Essential:

- Applicants need to show a clear passion for volunteering to help make a difference to young people and communities across the UK.
- Applicants must be over the age of 18 and under the age of 30 (in order for the Board to continue to reflect the age of its beneficiaries).
- Applicants can be from any background, with any qualifications or work experience.
- We are looking to increase the current diversity of the board, as the majority of the current Trustees work in the charity sector. Therefore applicants are encouraged to clearly highlight the particular skills they feel they could bring to the board.

Desirable:

- Applicants to have experience in building and/ or managing a website. This Trustee position will co-manage the Alec Dickson Trust website.
- Applicants to have experience with CMS, specifically WordPress.
- Applicants to have the ability to comfortably liaise and manage the relationship with ADT's website hosting company.

How to apply: To apply, please send your CV and a 200 word letter on: "why you would like to be a Trustee of the Alec Dickson Trust and what you would bring to the Board, outlining your experience in managing/ building websites" to chair@alecdicksontrust.org.uk by 22nd April 2019. [Please include in the subject line of the email "Trustee Recruitment *followed by your name*"] If you have any questions before applying, please feel free to reach out to the above email address. We are happy to have an informal chat or answer any questions.

When you should expect to hear from us

We would be delighted to hear from you and will aim to get back to you within 3 weeks of submitting your application to let you know if we would like to meet you.

Interviews

Interviews will be held in Central London (exact location tbc) in the week commencing **Monday 13th May** in the evenings. We are also happy to hold Skype interviews if the location poses a problem. They will be around 30 minutes long and will be a chance for you to meet the Board of Trustees and talk to us about your interest in this role in more detail.

For more information, please take a look at our website <http://www.alecdicksontrust.org.uk/>