



Albion in the
Community



TRUSTEE RECRUITMENT PACK



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**AMERICAN
EXPRESS**



Welcome from the chief executive

As the chief executive of Albion in the Community, I'm very excited that you're interested in joining our board and being part of our great team in this important and rewarding role.

As the official charity of Brighton & Hove Albion, we exist to change lives through the power of football – helping people throughout Sussex to get active, learn new skills and improve their wellbeing.

This pack gives you an insight into the work, values and strategy of our organisation and provides an overview of the role and responsibilities of being a trustee.

We're working hard to build an Albion in the Community team that reflects the communities we serve – our diversity is a strength that can make us more effective and reflective of the very people we work to help every day.

By joining the Board, you will be joining an outstanding team of committed and dynamic trustees who are

passionate about the impact our charity has on its community. This is an exciting time for everyone connected with the Albion, and we believe our community programmes can continue to have significant impact locally throughout Brighton and Hove, East Sussex and West Sussex.

If this sounds like something you want to be a part of, please join us. We would love to hear from you.

Regards,

Matt Dorn
Chief executive



Who we are

We are the official charity of Brighton & Hove Albion Football Club. For more than 30 years we have been using the power of football to engage and inspire people to make good life choices and help to reduce inequalities in our local communities in Sussex.

We deliver award-winning educational and outreach programmes that improve people's wellbeing, supports learning and offers inclusive opportunities for everyone to get active and play football.

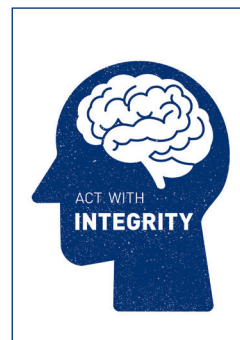
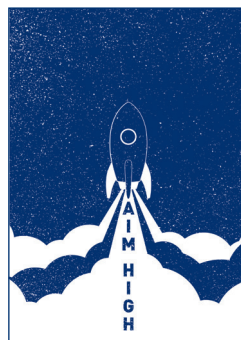
To find out more watch [here](#)



Our vision and values

We are committed to a vision to see lives changed in our communities through the power of football. We believe that we will achieve this by helping people to get active, learn new skills and live well in our communities.

Our work is values-driven and guided by the following core values that all staff and trustees commit to:





What we do

Football is a global game that connects communities and cultures. It has the ability to unite people in a powerful way. For more than 120 years, football clubs have acted as anchor institutions within local communities. Local football clubs offer an important sense of belonging and identity.

But football isn't just a game. It can be a powerful tool to breakdown social, cultural, physical and mental barriers. We exist to change lives through football. We recognise football's unique reach and ability to connect and empower people to change their lives for the better.

We work together in the community with local partners to deliver some key objectives:

Football participation

We believe that football is for everyone, regardless of their age, ability, or background. From afterschool clubs and holiday soccer schools, to disability teams and our talent pathway, we have a wide range of football sessions available.

Together, we will increase and diversify participation in football to get more people active.

To find out more watch [here](#)

Education and employability

We believe that everyone should have the opportunity to learn new skills and achieve to the best of their abilities. From support programmes in primary and secondary schools to qualifications and support to gain a job, we have many programmes that inspire young people to achieve.

Together, we will increase educational achievement, life skills and access to qualifications and work.

To find out more watch [here](#)

Community wellbeing

We believe that our communities should be places where people can improve their wellbeing. We offer a range of programmes to help support physical and mental wellbeing, encourage personal development, and help people to make positive life choices.

Together, we will increase physical and mental wellbeing, reduce inequalities, and strengthen local communities.

To find out more watch [here](#)



Our social impact

For every £1 invested in our programmes we generate £8.84 of social value.

This has been calculated through the Social Value Bank to estimate the economic and social contribution that Albion in the Community makes to Sussex.



This means that over the past five years we have created £140 million worth of social and economic impact locally.

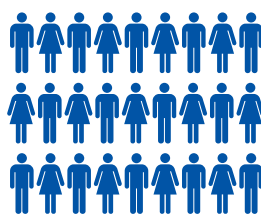


AITC delivers:

Over 350 sessions
across 25 towns in Sussex every week.

AITC supports:

5,000 people
on a weekly basis.



In the last 3 years:

Over 12,000 children 

have been through our football pathway and 80,000 students have engaged in our schools' work.

98% 

of participants say they would recommend AITC activities to their friends.

90%

of participants report feeling 'more confident'.

97%

of participants report they 'feel welcome and can be themselves here'.



“

Brighton have done so much for my kids. Thank you.”



Using the power of football to impact young lives

No one understands the life-changing power of football quite like Susan, a mum-of-four from Moulsecoomb.

Susan’s three sons – Brady, Aidan, and Oscar – are completely football-mad Albion fans and all three of them attend our Moulsecoomb Premier League Kicks football sessions, which are free to attend for any child in the local area.

Mum Susan says Kicks has been a lifeline for her boys. Last year, the boys’ dad sadly passed away. It was a devastating time and a huge challenge for the family.

His illness put a lot of strain on the boys, and Susan says that Kicks was a place they could go and forget about everything for a couple of hours.

Susan told us: “When their dad was ill they were at home a lot caring for him, but on a Thursday they could go to Kicks and just enjoy it. It took pressure off them. Thursday was their time.”

All three of her sons play football all the time, which Susan happily encourages.

“My kids properly love football, all of them. They hate missing it,” she said.

“They look forward to football, and it takes their mind off things. They’ve had [Kicks coach] Sadie not just as a coach, but as a supportive figure.”

For Brady in particular, who has learning difficulties and epilepsy, Kicks has been transformative.

“I have noticed a massive change in Brady since he started playing at Kicks. Brady has special needs, and he used to come home from school, go straight upstairs and straight to his room. He wouldn’t really speak to kids his own age.

“Since starting Kicks he’s had a massive change. His confidence has gone up, and he’ll happily speak to kids his own age.

Mum Susan is full of praise for Kicks, and she says that most of the kids who live down her street also attend.

By being free to attend, Kicks has made football accessible to her children.

Without Kicks, she says, Susan would have to choose which of her kids would get to play.

“Kicks is amazing, it really is,” she said, “it’s so good because it’s free as well.

“If I had to pay, I’d have to choose which one of my kids would be able to go. Albion in the Community have done so much for my kids. Thank you.”



[Watch the video here](#)



The trustee role

Our trustees are the custodians of Albion in the Community and are legally responsible for ensuring that our resources are used effectively and in pursuit of our charitable objectives.

But the purpose of the role of a trustee is much more than compliance, we need you to work with our senior management team to help drive strategic planning and ensure a dynamic, creative, and inclusive charity that is having a real demonstrable impact in our community.



Trustee responsibilities and duties

The responsibility of a trustee with Albion in the Community is to:

Governance

1. Attend board meetings and participate in decision making.
2. Ensure that the organisation's policies are in line with current legislation and good practice.
3. Approve and regularly review the organisation's budget and financial performance.
4. Ensure the charity's compliance with Charity Regulator duties:
 - a) Must not delegate control of the charity to others.
 - b) Act strictly in accordance with the governing document.
 - c) Act only in the charity's interests, without regard to their own interests, and address any conflicts.
 - d) Manage prudently and take a long term as well as a short-term view.
 - e) Not to derive any personal benefit from the charity (without explicit authority).
 - f) Take proper professional advice on matters outside their competence.

Strategy and leadership

5. Contribute actively to the Board in helping to provide long term strategic direction.
6. Provide the strategic leadership necessary for all staff to delivery high quality services at all times
7. Ensure the charity upholds it's vision and values at all times and in all decision making
8. Help promote and safeguard the reputation of the charity and represent the organisation at public events

9. Be collectively responsible for decisions and actions of the charity
10. Keep informed about the activities of the charity, and any wider issues that may affect it.

Risk management

11. To monitor and assess the principal risks facing the charity and exercise scrutiny over the charity's risk management systems.
12. Ensure effective and efficient administration of the charity and ensure its financial stability
13. Actively championing safeguarding good practise and ensuring the Safeguarding Policy is adhered to.
14. Carry out duties placed on Trustees by the Health and Safety at Work Act 1974, and to comply with Health and Safety Policy.

Time commitment, duration, and expectations

Board members are appointed for an initial three-year period with between 4-6 meetings per year for approximately 2-3 hours each.

As a representative of Albion in the Community you are expected to:

- Adhere to the code of conduct, maintaining a high standard of personal conduct and presentation.
- Always act in a professional manner, respecting the needs of colleagues and co-operating to maintain a harmonious working environment.
- Carry out any reasonable duties as required by the Board.



The trustee role

What type of person are we looking for?

We are looking for people who can demonstrate that they have:

- Proven integrity.
- A commitment to the charity, and its objectives.
- An understanding of the legal duties, responsibilities and liabilities of a trusteeship.
- The willingness to devote the necessary time and effort to their duties.
- Strategic vision: be able to see the big picture and the steps needed.
- Good independent judgement.
- Ability to speak their mind, whilst being part of a team.
- An ability to understand financial statements.

We are particularly interested to hear from individuals with backgrounds in, or knowledge of, health and local government sectors.

The board as a whole will have a combination of the following skills and knowledge, in:

- Target setting, monitoring and evaluating performance.
- Financial management.
- The charity's work, its purpose, and the public benefit.
- Legal matters, including risk, and health and safety.
- The voluntary sector, and volunteering management.
- Human resource management issues, including employment law.
- Public relations.
- Marketing, fundraising and campaigning.
- Information technology.
- Safeguarding.
- Equalities, diversity and inclusion.
- Environmental sustainability.



Legal requirements

A trustee must be 18 years or over.

You must not act as a trustee if you are disqualified under the Charities Act, unless your disqualification has been waived by the Commission. Reasons for disqualification include if you:

- Are disqualified as a company director.
- Have an unspent conviction for an offence involving dishonesty or deception (such as fraud).
- Are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors.
- Have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement.
- Are on the sex offenders' register.

How to apply

If you would like to apply for the position of trustee with Albion in the Community, please send your CV along with a brief covering message explaining your interest in our work and how you believe that you could contribute as a trustee, to:

 **Rose Read - Head of People and Culture** Email: rose.read@brightonandhovealbion.com

The closing date for applications is **9am on Monday 22 May 2023**.

For more information on the role of a trustee and wider charity governance please review the Charity Commission guidance: [The Essential Trustee](#)

For further information about the work of Albion in the Community, visit: albioninthecommunity.org.uk

Read our latest Trustee Annual Report and Accounts [here](#)

Or follow us on social:      





albioninthecommunity.org.uk

Albion in the Community, American Express Community Stadium, Village Way, Brighton BN1 9BL. Tel: 01273 878265.
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