



MOVE ON UP - SUPPORTIVE HOUSING FOR YOUNG ADULT CARERS

Trustee recruitment & information pack 2021





“ With 7% of the UK population living in deep poverty there is an urgent need for the work of organisations like QSA. ”

Thank you for showing an interest in the role of trustee of Quaker Social Action. This year we hope to recruit three new Quaker trustees to the QSA board. All Quakers are welcome to apply - membership is not a criterion.

Are you looking to contribute to a small, influential organisation that will make the most of your time, energy and skills? Are you looking for a way to put your faith into action?

With 7% of the UK population living in deep poverty, with income at least [50% below the poverty line](#), there is an urgent need for the work of organisations like QSA. The pandemic has highlighted and deepened inequalities, and across civil society there is timely work needed around rebuilding and rethinking. This year has brought additional challenges and a need to adapt, but with so much in transition, there are also new possibilities. To respond to these, we will continue to listen to and learn from people and communities we support, as well as staff and volunteers, and the wider Quaker community.

This is an exciting and important time to help steward a voluntary sector organisation. QSA is an innovative charity that has been Quaker-led for more than 150 years. It boasts a rare combination: responsive, practical frontline support via evidence-based, unique projects; coupled with ambitious advocacy at national level, ensuring that the root causes of poverty are surfaced and challenged head-on.

We are delighted that the highly-regarded and well-loved Quaker Homeless Action [has joined QSA](#). As a board we are supporting the leadership team to explore this field, taking the best from what has gone on before. We look forward to this exciting new chapter of the organisation's work and impact.

Volunteering as a trustee can be a hugely rewarding and valuable form of service for a Quaker. There can be challenges but also opportunities to use your strengths, and to try out new things in a supportive and creative environment. I continue to receive so much, and have developed personally and spiritually as a result. I feel privileged to be able to contribute to an extraordinary organisation.

If you feel led to serve in this capacity you may be just the person we are looking for. Please take time to explore this pack which gives more information about the role and about QSA. Even if you feel that you do not necessarily meet the criteria, please act as led and trust the process. Do get in touch if you have any queries or if you'd like to talk it through with someone - we would love to hear from you.

• **Caroline Tisdall, Clerk**



WHO IS QUAKER SOCIAL ACTION?

QSA is an independent UK charity working with people on low incomes to seek solutions to the issues affecting their lives.

Projects and services include: crisis support for those unable to afford funerals; courses that empower people to manage their money and improve resilience; practical support for people experiencing homelessness; and the UK's first dedicated supported housing project for young adult carers.

QSA was founded by Quakers in 1867, troubled by the social injustices of the time and keen to tackle them. This sense of taking practical action to address societal challenges has stayed with us over our 150 year history and our organisational values are aligned with Quaker values of equality, truth and peace.

QSA is the largest independent Quaker charity and Quakers across the UK have always supported our work – with approximately 20% of our £1 million income coming from Quaker sources. So, we are proud of our Quaker heritage and our place within the Quaker community, while also clear that our services, jobs and volunteering roles are open to all.

[Learn more about our practical action against poverty >](#)

WHAT ARE WE LOOKING FOR WITH OUR NEW TRUSTEES?

QSA is a Quaker organisation. Here, Quaker trustees are stewards of the spirit that has been alive in QSA for the past 150 years and have a particular responsibility to carry this forward in our governance. The qualities we seek in all of our trustees are:

- Passionate about the aims of QSA and keen to contribute to our work
- Have a strong understanding of issues affecting people living in poverty
- Understand the role of a trustee; to lead the organisation, to support and stretch staff, to unite on its strategy, to steward the assets and to look after its future
- Willing and able to take on trustee and company director responsibilities for an initial three year term

We believe there is a real strength in a diverse trustee body, so are particularly keen to receive applications from people with disabilities, from BAME communities, and/or who have lived experience of being on a low income. However, please do submit an application regardless of whether these attributes apply to you, if you share our values and can see yourself making a contribution as a QSA trustee. Similarly, we want to create an inclusive board, so if you are interested in being a trustee, but feel there may be barriers for you to do so, do contact us to see if these barriers can be addressed.

“There’s a good working relationship between trustees and staff as we’re all wanting the same thing: to set up innovative schemes that genuinely help people to help themselves.”

Sara Feilden, QSA trustee

HOW DO I CONTRIBUTE AS A TRUSTEE?

QSA is a charity and a company limited by guarantee, meaning that the role involves being a charity trustee and a company director. The whole trustee body, known as the council, meets four times a year. After lockdown, we plan for this to involve a mix of online, blended and at least one face-to-face meeting each year.

Dates are set for the whole year and papers are sent out a week in advance, in the expectation of a high level of attendance for each council, with trustees coming along well prepared for discernment within the meeting. There are also a number of committees covering finance & fundraising, staffing and governance & nominations, which meet 2-4 times a year, and each trustee will normally join one of these committees. Further to this there are formal and informal opportunities to meet with fellow trustees and indeed with the QSA staff team, in the form of away days or special events.

Each committee has a convenor and council itself has a clerk and an assistant clerk. We are very keen to support trustees to develop into these roles during their tenure.

Trustees are responsible for setting the strategic direction and for the financial oversight of QSA, ensuring we comply with relevant regulation and supporting the 31 paid staff of the charity to deliver on our mission. Being a trustee for a charity as diverse and energetic as QSA offers an exciting opportunity for people who are passionate about tackling poverty.

“I appreciate the opportunity to make this part of my life speak my Quaker values. QSA really is Quakerism in action.”

Loveday Shewell, QSA trustee



WHY ARE WE RECRUITING NOW?

Three of our trustees are stepping down in September, so we wish to fill their places and maintain the number of trustees at twelve. QSA's governing documents require that the majority of trustees are Quakers and we are therefore recruiting Quakers to join us in this recruitment round.

WHAT SUPPORT WILL I GET?

We know that getting to grips with any trustee role takes time and we will support you throughout. We ensure any new trustee receives an induction; meeting key staff and trustees and understanding more about the way that the trustees work together. Our trustees are also encouraged to attend trustee training and we circulate information we think will be useful for trustees' understanding of the world that QSA works in. Any travel expenses incurred by trustees are covered by QSA.

HOW CAN I FIND OUT MORE?

If you are interested but not sure if you fit the bill, or simply want to find out more, please do get in touch with us. You can arrange a conversation with our director Judith Moran, or you can chat online with one of our trustees at a special event we're organising online on the evening of 7 April. Contact Judith if you're interested in either or both of these opportunities - judithmoran@qsa.org.uk.

To read more about our work, our income or our impact, and find our latest annual report, please [visit our website](#).

"QSA is such an impactful organisation and being a trustee is a great way for Quakers to apply their values to supporting positive social action."

Nico Tyabji, QSA trustee

WHAT SHOULD I DO IF I AM INTERESTED?

If you decide to apply, then you will need to send the following to info@qsa.org.uk:

- A recent CV or a link to your LinkedIn profile if you prefer
- A covering letter or supporting statement in written (no more than two sides) or video form, letting us know why you would like to join QSA and what you would bring to this position
- We also invite you to complete our online [equality and diversity monitoring form](#)

WHAT IS THE RECRUITMENT TIMETABLE?

- We need to receive your application by **10.00am on Thursday 29 April 2021**
- **Online interviews** will be held on **Tuesday 11 May 2021** (an alternative could be offered in exceptional circumstances, so please let us know if you are not able to make that date)
- New trustees will join us for their first meeting on the evening of **Tuesday 14 September 2021**

Thank you for your interest. We look forward to receiving your application.