

CEO RECRUITMENT PACK



YOUNG
SOUTHAMPTON

WELCOME FROM OUR CHAIR

Dear applicant,

Thank you for your interest in the very first appointment to the position of CEO at Young Southampton.

We are right at the beginning of an exciting journey – for Young Southampton as a charity, for organisations working with and for children and young people, for our communities and most importantly for children and young people themselves.

And the timing couldn't be better, as the profile of work with and for children and young people grows locally, regionally and nationally.

Young Southampton aims to be a catalyst and a convener – creating spaces, opportunities and resources for the children and young people's sector to thrive. We know there is fantastic work happening across the city – we want to see more of it. We also understand that there are huge challenges – including funding and workforce. We do believe though, that the only way to overcome these challenges is to work together.

Our work is heavily inspired by the Young People's Foundation model – place-based cross sector collaborations for children and people now delivering across the country that have led to increased investment and support and greater outcomes. Through seed investment from Southampton City Council and support from our partners across the city, we think we can do the same here.

As the very first CEO of Young Southampton, you'll be right at the heart of shaping something special and delivering on our shared ambitions for children and young people in the city – we're looking for someone bold, ambitious and full of ideas to make it happen.

We look forward to hearing from you,

Luke

Interim Chair of Young Southampton



OUR AMBITIONS

You will be the first CEO of Young Southampton and you'll work closely with the board of trustees to make sure that the charity is bold and ambitious in its strategy as well as ensuring that we have the right foundations in place to enable security and stability.

It's a big undertaking, and hugely exciting.

Young Southampton is a membership body of local providers supporting children and young people across the city. Working with our members, young people, statutory services and businesses, Young Southampton will facilitate closer strategic working, leverage funding for new and existing services, become a platform for the voices of young people in decision-making, support the co-designing of future commissioning and provide the sector with organisational and workforce development support.

Young Southampton will focus on four key areas of work:

Coordination

We will convene and coordinate organisations working with and for young people across the city to create more joined-up strategies and planning

Youth voice

We will ensure the voices of young people are at the heart of decision-making across the city

Funding

We will coordinate resources and attract new investment into Southampton's youth services and youth sector organisations

Membership

We will develop a more sustainable voluntary youth sector, with a skilled and diverse workforce, through a high quality sector support offer

We anticipate that the charity, and therefore the team and CEO role, will grow in the coming months and years – there is a significant opportunity to lead this new charity into a period of growth and shape the future of the organisation from the very start, as well as growing with it.

WHO WE ARE LOOKING FOR

We are looking for a passionate, creative and ambitious leader to kick start Young Southampton. As a start-up, the first few months will be critical and include a focus on providing:

- Leadership in developing our first strategy
- Organisational stability through establishing strong foundations and building our case for support and investment
- Sector leadership through a focus on external engagement and connection across the sector and with key stakeholders and funders
- Sector security and growth through the development of a strong and exciting membership offer

To take on this role ideally you will:

- Be able to demonstrate leadership, management and organisational skills
- Be able to think critically and work strategically
- Influence stakeholders positively to achieve results for children and young people , the non-profit sector and Young Southampton
- Be willing and ready to learn and develop your skills in this role
- Be fair, impartial and open to new ideas and information
- Build positive working relationships with Trustees and a new team as the charity grows
- Develop positive relationships and a reputation among current and potential funders
- Embed and champion inclusion and access in everything you do
- Understand the diversity of children and young people's experiences growing up in Southampton



WHO WE ARE LOOKING FOR

Key responsibilities

- To lead Young Southampton from concept to reality - co-creating an ambitious strategy that delivers on our shared ambitions for children and young people
- Ensure young people, including those most excluded, meaningfully engage in, and shape Young Southampton's work
- Influence others to create outstanding opportunities for all children and young people in Southampton, with a focus on benefitting those who need our support most
- Find and create new opportunities to generate income for the charity and for the sector in line with our vision
- Ensure Young's Southampton's support, through resources and grant funding, is distributed equitably to communities and produces high quality opportunities
- Support the development of Young Southampton's membership model
- Create and maintain positive relationships with leaders, community stakeholders, and decision-makers across Southampton, encouraging us all to work together
- Maintain a clear and authentic brand and identity for Young Southampton, growing recognition for the charity across the city and on a national level
- Represent the Charity and champion the sector at external events and opportunities
- Review the overall performance of the Charity
- Support our Board of Trustees to confidently govern the Charity
- Create and introduce policies and procedures to help Young Southampton run smoothly
- Create and manage budgets for Young Southampton
- Lead the preparation of annual reporting and accounts
- Support the development of a Young Southampton team, including recruiting staff, volunteers, apprentices and placements
- Lead the organisation's HR processes
- Embed anti-discriminatory practice in all of Young Southampton's work; championing access and inclusion for all.
- Build a organisational culture where everyone is valued and equipped to succeed



WHO WE ARE LOOKING FOR

Experience, skills, knowledge and abilities

It's essential that you:

- Have commitment to the vision and values of the Charity
- Have experience of making a positive change for others and/or in your community
- Are authentic and can provide leadership to the organisation and team in the voluntary sector
- Have experience of managing, supporting, and motivating staff and/or volunteers
- Can work well with a Board to shape and drive organisational strategy
- Have experience in balancing long-term vision with day-to-day operational delivery
- Are able to identify opportunities and risks, and adapt strategy accordingly
- Can provide clarity and focus on priorities
- Have experience of managing budgets and ensuring financial sustainability
- Have knowledge of funding streams (grants, contracts, fundraising, social enterprise, partnerships)
- Have a track record of securing income and building relationships with funders/supporters
- Are able to network and develop long-term partnerships with key stakeholders
- Have excellent relationship-building skills across a diverse range of stakeholders (e.g. children and young people, community, funders, statutory bodies, partners)
- Have strong communication and influencing skills, with the ability to act as an ambassador for the charity
- Have excellent understanding of the needs of children and young people
- Are committed to inclusive, values-driven leadership and building a positive organisational culture
- Have high levels of integrity, transparency, and accountability
- Have good knowledge of how to engage children and young people in decision-making and governance structures in organisations
- Are willing to travel across Southampton and occasionally further afield
- Are able to work flexible hours to meet business needs including occasional late meetings

It's desirable that you:

- Have experience of working with or for charities focused on children and young people
- Have lived experience of facing injustice

THE PRACTICAL STUFF

Salary: £52,000 (per annum pro rated)

Hours: 21 hours per week

Contract: Permanent

Holidays: 25 days per year (pro rated)

Location: Home working, with office space available with partners as needed.

Travel: Some travel across the region and nationally will be required, though you will be primarily based in Southampton.

Host: Young Southampton is a new organisation that is currently in the process of being formally and legally recognised by the Charity Commission. Until the organisation is legally constituted, the role will be hosted temporarily by a partner organisation.

We support and encourage flexible working and are committed to supporting ongoing professional development.

Equality, diversity and inclusion

We are committed to building an organisation and team that reflects the diversity of Southampton and the communities that we serve.

Equity, diversity and inclusion are central to our mission and to how we want Young Southampton to work.

We welcome applications from candidates of all backgrounds, and particularly encourage applications from people who are currently underrepresented in charity leadership, including people from Black, Asian and minoritised communities, disabled people, LGBTQ+ people and those with lived experience relevant to our work.

We will ensure that our recruitment process is fair and accessible: all applications will be considered on merit and we will make reasonable adjustments at every stage to support candidates. Shortlisting will be undertaken using a structured process to minimise bias, and interview panels will reflect a diversity of perspectives.

We are committed to creating an inclusive environment where everyone feels valued, respected and able to thrive, and we expect our new CEO to share and champion this commitment.



OUR TRUSTEES



Luke Newham
(Interim Chair)



Josh Towers



Karen Grove



Lee Timothy



Mary Barker



Natalie Watson

HOW TO APPLY

To make an application, please send the following completed documents to **info@youngsouthampton.org.uk**

- Your CV (no more than three sides)
- A covering letter setting out your motivations for taking on the role, your ambitions for Young Southampton and how you meet the role criteria
- Equality and Diversity monitoring form

There are online drop in session where you can talk to us about the role on the **13th October** and **20th October** Please email info@youngsouthampton.org.uk for details

Deadline for applications is midnight on Sunday 2nd November.

