



Hummingbird Refugee Project

## **Charity Trustee with lived experience of the asylum process, being a refugee, and/or racism (3x vacancies, including Treasurer)**

**Closing date:** 14th January 2022

**To apply send cover letter and CV to:** [elaine@hummingbirdproject.org.uk](mailto:elaine@hummingbirdproject.org.uk)

The Hummingbird Project is a youth-centred organisation that aims to provide trauma-informed services and promote youth-led action that is underpinned by our shared belief in human rights.

Our services support young refugees between the ages of 14 and 25, many of whom arrived in the UK as unaccompanied children. The project is based in Brighton and works with those living in the city and across East and West Sussex.

As well as our direct services for young people, we actively campaign for the rights and protection of young refugees at a local and national level.

Our vision is a community standing together for the rights and protection of young refugees.

### **Our commitment to becoming an anti-racist organisation**

We are committed to challenging the systems that are harmful to young refugees. To do this, we acknowledge that this work starts from within and that we must be prepared to look at our own practice and structures if we are to address the bigger structural injustices that young people face.

Since the start of the Black Lives Matter Movement, our organisation has been on a journey of learning and reflection. We have worked to develop our understanding of racism and white privilege, and it is an immediate priority to address these issues. We have benefited greatly from the input of our new anti-racism staff working group.

As part of this work, the Hummingbird Project acknowledges the importance of building a team, including our board, that has lived experience of the issues that our young people face in the UK.

We are now looking for three new Trustees to join us. We aim to prioritise those who have lived experience of the asylum process, being a refugee, and/or racism. We believe that Trustee diversity matters and we will be more accountable and better able to assess risk, if we have a good range of perspectives on our board.

### **Main purpose of the role**



## Hummingbird Refugee Project

Our Trustees play a key role in guiding the Hummingbird Project. They lead the charity and decide how the charity is run. They work with the Founder-Director to support the governance of the charity, ensuring that the charity's purpose is fulfilled, that it is well-managed and financially viable. Overall responsibility for the charity lies with the Board of Trustees, who then work with the Founder-Director who leads on the day to day running the charity.

This is an exciting opportunity to help to lead the Hummingbird Project in the next phase of its development, and to use your skills and experience to make a lasting difference to the lives of the young refugees.

We are looking for three trustees, one of whom we would invite to be our Treasurer. The purpose of the Treasurer's role would be to maintain an overview of the organisation's financial health. The Treasurer would ensure the organisation's financial viability by making sure that proper financial records and procedures are maintained and that appropriate statutory reporting is undertaken.

### **Key accountabilities:**

- Act in the Hummingbird Project's best interests, ensuring the charity complies with its responsibilities, charity law, company law and any other relevant legislation or regulations, and ensuring the effective management of resources and of risk.
- Provide support and feedback to the Founder-Director to ensure the delivery of the Hummingbird Project's mission and implementation of its strategic plan.
- Attend Board meetings at Hummingbird's Office in central Brighton - subject to Covid restrictions.
- Working with the Hummingbird Youth Board that is chaired by our Young Leader Graduates and making sure that their voices are heard in decision making.

### **Trustees need to carry out the responsibilities of the role in a way which reflects a commitment to:**

- The Hummingbird Project's vision and values.
- Safeguarding children in accordance with the Hummingbird Project's Safeguarding Policy.
- A duty of care to the charity's employees and volunteers.
- Operating within the charity's Code of Conduct, policies and procedures.
- Accountability and transparency.
- Managing risk in line with the Risk Policy & Procedures.



Hummingbird Refugee Project

## Person Profile

### Experience

- Lived experience of the asylum process, being a refugee, and/or racism in the UK (essential)
- Leadership experience (desirable)
- Experience of delivering strategic organisational change (desirable)
- (Treasurer only) Financial qualifications and/or experience – a professional accounting qualification would be a distinct advantage, but is not essential.

It is not necessary to have previous board experience as training and support can be given

### Skills

- A commitment to the organisation
- A willingness to devote half a day a month to this work
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind and communicate well
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- An ability to work effectively as a member of a team
- (Treasurer only) Strategic financial planning skills and ability to analyse proposals and examine their financial consequences
- (Treasurer only) Some experience of charity finance and fundraising is desirable, but not essential (and candidates do not need prior experience as a charity trustee)
- (Treasurer only) Knowledge and experience of current and fundraising finance practice relevant to voluntary and community organisations .



Hummingbird Refugee Project

- (Treasurer only) Knowledge of bookkeeping and financial management (as necessary).

### **Special Conditions**

The post requires the ability to travel for meetings. All expenses will be reimbursed.

To apply: Email a cover letter and your CV to [elaine@hummingbirdproject.org.uk](mailto:elaine@hummingbirdproject.org.uk)

If you would like an informal chat about the role before applying please do email Elaine and that can be arranged at a time convenient to you.