



**Could you help decide how National Lottery money supports communities in your country?**

**18-30yr old Youth Voice Committee Candidate Briefing Pack**

## Introduction

Thank you for your interest in joining The National Lottery Community Fund's Committee.

We are now recruiting for one current Under 30-year-old vacancy in each Country Committee. The Country Committee sets the direction of our work and takes decisions about our large grants in each Country.

The Country Committee support the Country Chair in representing at the UK Board and support the Senior Management Team in delivering The National Lottery Community Fund's functions for each Country. It exercises these roles and responsibilities with due regard for the Nolan principles.

The primary role for Committee members is to use their knowledge of the third sector and strategic thinking to help provide the direction for The National Lottery Community Fund in Country, providing un-biased input to our grant making committees and being an ambassador for the Fund.

This is an exciting time to join The National Lottery Community Fund's Country Committee. This opportunity comes at a time of significant renewal at the Fund following the launch of our new strategy, *It starts with community*, setting a new direction to 2030. Country Committee Members joining at this exciting time will be responsible for overseeing delivery within each Country, when growth in returns to good causes is expected, alongside the Fund's strategy work focused upon the four missions.

This is a significant opportunity to be involved in an organisation transforming people's lives. If you believe you have the background and personal qualities needed, we would be delighted to hear from you.

## About the National Lottery Community Fund

### Background

The National Lottery Community Fund is the largest single source of community funding in the UK. We support amazing projects that help to strengthen society and improve lives. National Lottery players raise an incredible £30 million a week for good causes. This money funds projects and activities that transform communities, protect our heritage, and enrich lives. We are proud to be one of 12 distributors responsible for awarding this funding across the UK. We also distribute non-National Lottery funds, working closely with UK Government on funding for important issues such as youth social action and health and wellbeing.

### The organisation

The National Lottery Community Fund is established as a non-departmental public body by an Act of Parliament. The Board is responsible for the overall strategic direction of the Fund and for the Fund's governance. It delegates the day-to-day running of the organisation to the Chief Executive and his Senior Management team. Funding decisions are delegated to five funding committees (UK, England, Northern Ireland, Scotland and Country) and to Executive Officers. Policy responsibility for The National Lottery Community Fund in England, including setting policy directions, rests with the Department for Digital, Culture, Media and Sport. The National Lottery Community Fund is governed by a Board. The Board is responsible for setting the Fund's long-term strategy and key policies, and making sure that it is run in an effective and efficient way.

### Our purpose

At The National Lottery Community Fund, we believe everything starts with community. That's who we serve, and that's where you'll find us, in every corner of the country. We strengthen society and improve lives. We work with Government(s) as a positive force for change: building community cohesion and giving people the power to develop solutions to local challenges.

Every year, more than 5 million people from across the UK benefit from projects and organisations funded by The National Lottery Community Fund. The grants we give change lives and communities. They bring communities together by providing common places and spaces. They increase environmental sustainability by helping people to create local solutions to address climate emergencies. They support our children and young people to thrive, knowing they have a stake in society, and they enable people to live healthier, happier lives.

We're trusted to turn money raised by players of the National Lottery into game-changing grants. Working within and alongside communities, we respond to their unique needs and opportunities, keeping our decision-making local. And we are determined to focus on the areas of greatest need, meeting communities where they are, as they are and helping them to tackle poverty, disadvantage, and discrimination.

### Our community-led missions and what we'll achieve by 2030

**We'll support communities to connect by:**

- creating accessible, welcoming places, both physical and virtual, for people to meet
- initiating engaging and inclusive activities that support connections within and between groups of people
- enabling people from all backgrounds to shape the future of their communities cultivating an increased sense of belonging.

**We'll support environmentally sustainable communities that:**

- reduce carbon emissions and negative environmental impact
- create positive environmental impacts
- establish equality of access to the natural environment
- improve the quality of natural spaces.

**We'll enable children and young people to thrive by:**

- creating opportunities for children and young people from all backgrounds to enjoy community experiences
- helping children and young people shape the decisions that affect them and their communities
- providing children and young people access to safe spaces to play, participate, socialise and get support.

**We'll enable people to live healthier lives by:**

- helping reduce health inequalities
- increasing opportunities for community participation to shape better health services
- taking a preventative approach to health.

**Our approach**

- An equity-based approach to tackle inequality
- Supporting communities to build from their strengths
- Supporting what matters most to different communities
- Flexible grant making model with small one-off grants starting from £300 up to £20,000, to longer term grants and strategic significant partnership investments.

**Our values**

We are:

- Inclusive
- Ambitious
- Impact focused
- Adaptable
- Compassionate

To find out more, go to: <https://www.tnlcommunityfund.org.uk/>

## Role profile

### Country Committee Members (18-30 years old)

#### Overall strategy and policy setting

- To agree long-term strategy and the key approaches to our funding in Country, in line with the Fund's overall strategy and its governance processes.

#### Accountability

- To ensure the highest standards of governance and discharge of responsibilities.
- To observe the Seven Principles of Public Life and the Cabinet Office Code of Conduct for non-departmental public bodies (NDPBs) and comply with all statutory responsibilities.

#### Challenge and support the executive

- To support the Country Director, be a source of wise guidance and advice, and challenge and support the executive.

#### Effectiveness

- To agree the Country Directorate's annual grants budget, monitor progress and approve corrective actions.
- To agree the distribution of funds for Country.
- To agree changes to funding programmes and monitor progress and impact of our grant making.
- To ensure that risk is controlled and monitored.

#### Ambassadorial/reputational

- To be ambassadors for the organisation, within guidelines agreed
- To enhance and protect the reputation of the Fund.

## Person Specification

### Skills and Experience Required

We want our Committees to have a broad base of knowledge, skills and experience to reflect the diversity of modern society and the communities that we serve.

Since the launch of our new strategy, we are looking for new members to bring a fresh outlook and energy to help us implement our missions and aims for 2030.

**Please evidence the following criteria to help us understand how you stand out against other applicants to represent your peers on our Country Committee?**

#### Criteria

- **Youth leadership**- understanding of the needs of young people and experience of representing the voices of young people in a leadership/ Governance role
- **Country context**: interest in your country's political, social and cultural landscape and the role of the voluntary and community sector in it.
- **Communication skills**: confidence in verbal, written and listening skills in situations where prioritising and sometimes challenge will be required
- **Decision making**: The ability to understand complex issues and make decisions by considering competing demands.
- **Relationship management** Ability to nurture, develop and promote effective relationships and communication with committee members, senior leaders and community organisations with a strong commitment to equity and inclusion.
- **Representing the Fund**: Experience of representing an organisation or something similar and willingness to represent the Fund at public events with a commitment to the principles of holding a public post
- **Equity Diversity and Inclusion**: understanding and commitment to achieving equity, diversity and inclusion and its advancement in the context of a public body and a funder.
- **Governance**: awareness of the importance of governance frameworks in line with The National Lottery Community Funds strategy and public responsibility.

## **Terms of appointment**

### **Time Commitment and meetings**

The time commitment is expected to be an average of 2 days per month. This includes:

- The Country Committee meets every three months plus two annual planning days. A majority of meetings will have the option to attend virtually, but we will ask members to attend face to face meetings on an ad-hoc basis.
- There will be other Committee or Funding Panel meetings which will be identified on appointment and in discussion with the Chair of the Country Committee.
- We expect attendance at project visits and meetings with other stakeholders.

The post is for an initial period of two years, following a review after year one.

### **Remuneration**

The successful candidate will receive an annual fixed payment of £5,232 plus travel and subsistence allowances in line with The National Lottery Community Fund rates. The role is not pensionable.

### **Length of appointment**

The appointment is for an initial term of up to two years.

Information on current Committee Members can be found at

<https://www.tnlcommunityfund.org.uk/about/our-people/Country-committee>.

## **COMPULSORY Young Trustee Movement Board Boost Course - Nov 2024-April 2025**

As part of this placement, we are funding a six-month training programme with the Young Trustee Movement which starts November 2024 with the other Country Committee Representatives that are starting together.

PLEASE NOTE this part is unpaid but we cover the cost of £3000 for you to receive this excellent support package which includes:

- 6 training workshops. All workshops take place from 6pm - 8pm on Wednesday evenings, including a break: 6 November 2024, 4 December 2024, 8 January 2025, 5 February 2025, 5 March 2025, and 9 April 2025. These workshops include supporting young trustees to choose a governance project to lead on.
- Each month will also include an additional optional 2-hour session to offer support, reflection and a space for existing/shadow trustee duties.
- A celebration and reflection event at the end of the programme in May, date TBC based on the cohort's availability.

## About the Way We Work

### **Nolan Principles - The Seven Principles of Public Life**

The Committee on Standards in Public Life (originally the Nolan Committee) set out Seven Principles of Public Life: Selflessness; Integrity; Objectivity; Accountability; Openness; Honesty; Leadership. All National Lottery Community Fund Board and Committee members are expected to uphold these.

### **Our Commitment to the Welsh language**

The National Lottery Community Fund is committed to providing a bilingual service to the public in Country. Find out more about our Welsh Language Standards by visiting [tnlcommunityfund.org.uk/welshlanguage](https://tnlcommunityfund.org.uk/welshlanguage).

### **Disability Confident committed employer**

The National Lottery Community Fund is proud to be a Disability Confident committed employer. We will commit to interviewing an applicant with a disability if they meet the minimum criteria for selection. The National Lottery Community Fund will make any reasonable adjustment to help attendance at the interview stage of the selection process. To help us please complete the equal opportunities form which will be emailed to all applicants.