



## Trustee Information Pack



## Welcome to Northern Learning Trust

Thank you for your interest in becoming a Trustee of Northern Learning Trust (NLT).

NLT delivers a broad range of bespoke learning and mentoring services to disadvantaged and marginalised people across the North East of England, supporting around 1000 individuals each year. We work in close partnership with Social Housing providers, local authorities, criminal justice services and a range of voluntary and community groups throughout our region.

In this our 23<sup>rd</sup> year, our mission and vision of improving the potential and raising the aspiration of the most vulnerable and disadvantaged members of our communities remains at the heart of everything we do. We believe in the people we work with before they believe in themselves and our non-judgemental, inclusive and caring approach enables those left behind by mainstream education and support services to engage and thrive with us.

As we continue to evolve and embrace new ways of working with partners and collaborators, we are looking for new Trustees who can help lead the organisation through an unprecedented, challenging yet exciting time of organisational change and development, so that we remain fit for purpose and ready for the opportunities and challenges ahead.

Working alongside our existing Board, you would be joining a forward-looking team who care passionately about the lives of the people we support.

In addition to increasing the diversity of the Board as a whole, we are seeking people who can extend the Board's expertise in the following areas: Health, Criminal Justice, Equality and Diversity and/or Commercial Experience. A commitment to the people we support is essential.

To find out more about our work, please do read through the information enclosed in this pack and on our website [www.northernlearningtrust.org.uk](http://www.northernlearningtrust.org.uk).

**Anthony Brown**

**Chair – Northern Learning Trust**





## About Us



We exist to improve the lives of children, young people and adults through learning and mentoring support. We specifically target disadvantaged communities and are successful at engaging individuals who do not traditionally participate in learning or access support. We have an excellent reputation for developing and delivering learning and support services that meet the needs of the individual or partner we are working with.

## Our Services

### **Adult and Young People's Learning**

Each year, thousands of people within the North East face a critical situation preventing them from continuing their education. Regardless of their age, factors such as social deprivation, crime, abuse, bullying, and family disruption may cause these individuals to miss out on traditional education, which will impact their future tremendously.

Northern Learning Trust specialises in engaging communities through learning. In partnership with the people, neighbourhoods and organisations we work with, we consult, design and deliver the learning they identify is most important to them.



## **Social Housing**

Since 2011 Northern Learning Trust has worked closely with Social Housing Providers to find solutions that can help tenants build resilience, cope with Welfare Reform and employment, leading to more stable lifestyles and successful tenancies.

### **Our Learning Hive™ model**

We developed our Learning Hives™ model to provide solutions. Learning Hives™ are physically based in the heart of disadvantaged communities where there are high levels of unemployment, poor aspirations and low levels of health and wellbeing.

NLT's Learning Hives™ provide on-site education and training, supporting social housing tenants to develop their skills, grow their confidence and secure or sustain employment. This helps tenants to maintain and increase their income, and provides them with the skills and confidence to lead positive and stable lives, making them better tenants and providing a more reliable source of rental income for housing providers.

Tenants can access Learning Hives™ to receive support with English, Maths, ICT and employability skills. Qualified tutors and volunteers provide this support on a one to one or small group basis.

### **Helping tenants gain digital skills and more stable lives**

Access to the internet: Many of the people we work with cannot access the internet. Our Learning Hives™ provide access to ICT resources, including internet connection. In addition, staff and tutors provide support to learn how to use computers to enable people to manage everyday life. This provision is helping individuals comply with essential criteria for Universal Credit, manage housing and utility accounts and find help and advice online to improve their health and wellbeing.

Better communication with tenants: Increasingly housing providers are requiring tenants to communicate with them through portals on their websites. Providing support to learn how to use computers is vastly improving communication between these organisations and their tenants.

## **Criminal Justice**

Northern Learning Trust has developed its experience and knowledge of working within Criminal Justice through partnerships with key organisations. These include the National Probation Service, Voluntary and Community Sector organisations and prime contractors.





We work with offenders, including veterans, to support them to make the transition back into their communities and build a lifestyle that helps them avoid re-offending.

We employ individuals who have lived experience of working within the armed forces, giving them a unique insight into the barriers and challenges faced by their peers. We work with a range of specialist veterans' organisations and services e.g. Combat Stress, SSAFA, VWALS, Royal British Legion.

Support for offenders who are not veterans is provided through our Reaching Out Project. This project, supported by Lloyds Bank Foundation, recruits and trains volunteer mentors and peer mentors to provide one to one support





# Financial Overview

## NORTHERN LEARNING TRUST

### STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Restricted 2021	Unrestricted 2021	Year to 31.03.21 Total £	Year to 31.03.20 Total £
<b>Income from:</b>					
Donations and grants	2	41,615	53,360	94,975	67,182
Charitable activities	3	273,116	194,760	467,876	422,417
Investments	4	-	4,746	4,746	4,214
<b>Total Income</b>		<b>314,731</b>	<b>252,866</b>	<b>567,597</b>	<b>493,813</b>
<b>Expenditure</b>					
Charitable activities	5	286,412	195,667	482,079	430,609
<b>Total Expenditure</b>		<b>286,412</b>	<b>195,667</b>	<b>482,079</b>	<b>430,609</b>
<b>Net income/(expenditure)</b>		<b>28,319</b>	<b>57,199</b>	<b>85,518</b>	<b>63,204</b>
<b>Other recognised gains/(losses):</b>					
Profit/(loss) on revaluation of investments	9	-	57,524	57,524	(28,293)
<b>Net income/(expenditure) before transfers</b>		<b>28,319</b>	<b>114,723</b>	<b>143,042</b>	<b>34,911</b>
Transfers between funds	13	-	-	-	-
<b>Net movement in funds</b>		<b>28,319</b>	<b>114,723</b>	<b>143,042</b>	<b>34,911</b>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		29,607	337,118	366,725	331,814
<b>Total funds carried forward</b>		<b>57,926</b>	<b>451,841</b>	<b>509,767</b>	<b>366,725</b>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.



## About the Role

We are looking to appoint additional Trustees to strengthen our existing Board. Whatever your professional background, you will be willing to engage fully, not just in Board meetings but also in supporting the executive team with its longer term strategic plan. Ideally you will have excellent networks and/or expertise that can help drive the organisation and continue to build our reputation as a leading provider of outstanding, bespoke community learning and mentoring in the North East.

You will be joining a supportive and collaborative Board who are passionate about the work of the organisation. If you would like to view more information on our current Board members please click [here](#)

The organisation is currently stable financially and has strong plans to grow, which the successful candidate will help to oversee. By providing your support to the Board you will be helping to ensure that the organisation continues to carry out its invaluable work in the community.



## **Role Summary**

Working closely with the Chair, Chief Executive and the Board of Trustees, the duties of a Trustee Board member are to:

- ensure that NLT complies with its governing document (its Articles of Association), charity law, company law and any other relevant legislation or regulations
- ensure that NLT pursues its objects as defined in its governing document
- ensure NLT applies its resources exclusively in pursuance of its objects, ie it must not spend money on activities which are not included in the objects, however worthwhile they may be
- contribute actively to the Board of Trustees' role in giving firm strategic direction to NLT, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets
- safeguard the good name and values of NLT
- ensure the financial stability of NLT
- protect and manage the property of NLT and ensure the proper investment of NLT's funds
- appoint and support the Chief Executive Officer and monitor his/her performance

In addition to the above statutory duties, each Trustee should use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This may involve leading discussions, focusing on key issues, providing advice and guidance on new initiatives, evaluation or other issues in which the Trustee has special expertise.

## **Minimum time commitment**

Trustees are expected to attend an induction session at NLT prior to their first Board meeting. Trustees are expected to attend all Board meetings. Board meetings are held four times a year, either at the start or the end of the working day. Meetings last approximately two to three hours and are usually at NLT's head office at Kingston Park in Newcastle. Papers are distributed one week in advance of meetings and Trustees can claim out of pocket expenses incurred in travelling to meetings.





## **Person specification**

Each Trustee must have:

- a commitment to the mission of NLT
- a willingness to devote the necessary time and effort
- integrity
- strategic vision
- good, independent judgement
- an ability to think creatively
- a willingness to speak their mind
- an understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship
- an ability to work effectively as a member of a team and to take decisions for the good of NLT
- good communication and leadership skills
- a team-oriented approach to problem solving and to management
- willingness to act as the charity's ambassador to external bodies, charities and companies.

## **We particularly invite applications from candidates with skills and experience in:**

- public policy and public affairs
- national and local voluntary sector
- post compulsory education
- criminal justice and rehabilitation of offenders
- social housing
- health / public health
- national and local government and statutory bodies
- digital strategy
- human resource management
- volunteering management and brokerage
- funding/foundations
- social investment and impact evaluation

## **How to Apply**

In order to apply please submit your CV and a covering letter stating why you wish to join the organisation, how your skills would add value to the Board and any other relevant information.

Please email applications to [admin@northernlearningtrust.org.uk](mailto:admin@northernlearningtrust.org.uk)