



**Aston-Mansfield Community  
Centre**

Toronto Avenue, Manor Park 📍

London, E12 5JF

0208 478 2468 ☎️

[info@aston-mansfield.org.uk](mailto:info@aston-mansfield.org.uk) ✉️

## Job Description

### Aston-Mansfield Young Trustee

**Job title:**

Young Trustee

This is an unpaid, voluntary position.

**Time commitment:**

1-3 hours a month including bimonthly board meetings.

**Location:**

Remote participation and occasionally at Aston-Mansfield Community Centre, Manor Park, E12 5JF

**Duration:**

18 months

**Background:**

Aston-Mansfield has been working in the heart of east London for over 130 years. Our work with children, young people and families offers hope and practical experiences to build aspirations and create better futures. Working with over 600 young people each year, our aim is to create a vibrant and inclusive learning environment so that young people can become successful and active citizens contributing to their communities.

We are proud of our work in developing and supporting young people from minoritised communities to build resilience and confidence, equipping them with the tools and skills to make positive life choices through our peer-led training and learning workshops. Our formula of formal and informal learning, together with interactive, fun and creative activities, meets different learning needs and provides a joyous and safe environment for young people to flourish. Our work with young people has achieved the London Youth Silver Quality Mark award for 2025 to 2028.

Aston-Mansfield is committed to including diverse perspectives within our governance. We believe that young people's voices are essential in shaping our future direction and ensuring our work remains relevant and impactful. Recognising that stepping into a governance role can be daunting, we have developed a Young Trustee Model to provide support every step of the way. Each Young Trustee is paired with an experienced Trustee "buddy" who offers guidance with board papers and meetings, as well as regular check-ins, social activities, and ongoing support from our dedicated Youth Team.



[www.aston-mansfield.org.uk](http://www.aston-mansfield.org.uk) 🌐

[@astonmansfield](https://www.instagram.com/astonmansfield) 📷

Registered Charity Number: 220085

We are delighted to have already appointed our first Young Trustee, who has begun their journey on the Board. We are now looking for a second Young Trustee to join them. This is an exciting opportunity for a passionate, dedicated, and engaged young person aged 18–26 to gain valuable leadership experience, expand professional networks, contribute to the strategic direction of Aston-Mansfield, and ensure that the voices and perspectives of young people are represented in our decision-making processes.

We do not expect you to have prior experience as a Trustee. You will receive training and tailored support to help you contribute as a full member of the Board, based on your needs and experience.

This is an unpaid, voluntary position. Reasonable expenses incurred while fulfilling trustee duties will be reimbursed.

#### **What the main responsibilities are:**

- Attend bimonthly board meetings (currently virtual meetings, subject to change) and any additional special meetings as required.
- Contribute to strategic planning by offering insights and perspectives on Aston-Mansfield's strategic direction, vision, programmes, and policies.
- Advocate youth voice by ensuring the needs and interests of young people are considered in board discussions and decisions.
- Attend Youth Team meetings to stay on top of issues/concerns of young people in Newham.
- Engage in training and professional development activities related to board governance and leadership including social activities.
- Advocate for the organisation's mission and represent it at external events as needed.
- In person and remote participation with occasional activities at other central locations.

#### **Who we are looking for:**

##### Education, qualifications & experience

- Live, work or study in Newham.
- Experience with leadership roles in school, community groups or extracurricular activities.
- Passionate about leading, developing and improving the quality of youth work in Newham.
- Experience and understanding of the issues disadvantaged children and young people face.
- Understanding of the communities we serve.
- Though not required, any prior experience serving on committees, councils, or boards.

### Skills/Abilities

- Ability and confidence to establish positive relationships with young people and Trustees.
- Excellent verbal and written communication skills to effectively participate in board discussions and convey ideas.
- Ability to analyse issues, think critically and contribute to strategic planning and decision making.
- Ability to work with fellow trustees in a collaborative way to improve the Board's performance and agree individual objectives with the chair.
- Ability to work effectively in a team.
- Ability to work effectively with young people.
- Good independent judgement and a willingness to voice your opinion.

### Personal qualities

- Friendly, cheerful, positive and self-driven.
- Passionate about young people and their progression to achieve their full potential.
- Ability to develop strong working relationships with young people, staff, volunteers, and external stakeholders.
- A commitment to Aston-Mansfield's mission and values.
- A willingness to prepare for and contribute to Board meetings.
- Ability to actively listen and consider diverse perspectives.
- Ability to commit to the time requirements of the role, including attending day/evening meetings and participating in training.
- Values diversity and is committed to fostering an inclusive environment.

### **What the benefits are:**

- Develop your leadership skills through hands on experience in governance and decision making at a strategic level.
- Broaden your professional and personal networks.
- Gain expertise in governance and Board organisation, financial oversight and organisational strategy.
- Build your confidence by contributing to significant decisions.
- Boost your CV – being a Trustee can distinguish you in job applications and career advancement opportunities.
- Develop diverse skillset such as strategic planning, risk management and ethical governance.
- Regular support, check-ins and training.
- Fun, interactive networking activities with the Youth Team.

A satisfactory enhanced DBS check is required for this role.



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**How to Apply:**

To apply, please send a CV and covering letter outlining:

- How your experience and skills meet the person specification.
- Why you are interested in the Youth Trustee position.
- How you can contribute to the Board

**Please send CV and covering letter to:** [shanaz.begum@aston-mansfield.org.uk](mailto:shanaz.begum@aston-mansfield.org.uk)

**Closing date for applications is: 5pm, Wednesday 11th February 2026**



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