

# Chair of Trustees recruitment pack



**Leeds  
Children's  
Charity at  
Lineham Farm**



# Welcome

## Foreword from the Chair of Trustees



Dear Prospective Chair

Leeds Children's Charity has always grown and adapted in response to the needs of the children we serve. Following a thorough review of how we can best support the Charity into the future, we are introducing several new Trustee roles. These changes are designed to help us become more resilient, reach more children and protect the charity for the long term.

This comes at an exciting time for the organisation. Alongside these governance improvements, we are progressing our rebrand and have invested heavily in new people to drive fundraising and engagement.

We look ahead with confidence and optimism, united by a shared purpose: to give more children the chance to learn, grow and thrive.

Warm wishes,  
Ian Hargreaves  
Chair of Trustees



# Welcome

## Foreword from the Chief Executive



Leeds  
Children's  
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Lineham Farm

Dear Prospective Chair,

Thank you for your interest in joining Leeds Children's Charity at Lineham Farm. I am proud to lead an ambitious organisation dedicated to improving the lives of children who face disadvantage, through high-quality, joyful outdoor experiences that are shaped around their needs, voices and wellbeing.

We are particularly committed to strengthening equity, diversity and inclusion at Board level. We want our governance to reflect, understand, and champion the children, families and communities we serve.

You would be joining a hands-on, values-led Board that is thoughtful, supportive and ambitious for the Charity's future.

If you share our commitment to inclusive leadership and creating lasting positive change, we would be delighted to hear from you.

With thanks  
Sharon Milner  
Chief Executive





# About us



Leeds  
Children's  
Charity at  
Lineham Farm

## Who we are

Leeds Children's Charity is committed to supporting children from the most deprived areas of our city — children who often face significant barriers to opportunity, wellbeing and inclusion. We focus on those who would otherwise miss out on the chance to explore, play and grow in safe and inspiring outdoor spaces.

Founded in 1904, Leeds Children's Charity exists to support children living in poverty, experiencing trauma or facing multiple disadvantages. At Lineham Farm, just outside Leeds, we create a safe, nurturing environment where children enjoy respite, adventure and healing through nature.

## Our services

- Residential experiences for children referred to us by schools and social care.
- Day visits for children with additional needs.
- Family support and community engagement projects.



## Our values

- Passionate
- Purposeful
- Transparent
- Connected
- Engaged
- Compassionate

# Our vision and impact



Leeds  
Children's  
Charity at  
Lineham Farm

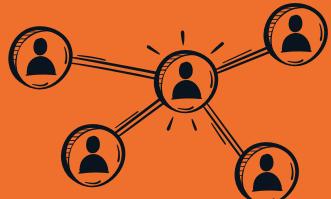
## Our focus

We support children from the most disadvantaged communities in Leeds, offering safe, joyful and enriching experiences at Lineham Farm that help to build confidence, friendship and self-belief.

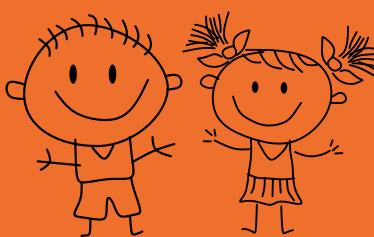
## Our reach



Over 75 partner schools



Referrals from over 90  
primary schools and  
community partners



In 2025 we supported  
over 3,000 children

100%

of children said they  
felt happy at Lineham  
Farm

Many of the children we support have high levels of need; experiencing poverty, social isolation or mental health challenges.

“Your dedication to providing the perfect environment for vulnerable children to learn new skills, challenge themselves and have a sense of accomplishment is commendable.”

- SCHOOL STAFF

# Strategic priorities



Leeds  
Children's  
Charity at  
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Leeds Children's Charity is entering an exciting phase of strengthening its governance, culture, and capacity to sustain safe, high-quality outdoor experiences for children across Leeds. Following last year's governance review, we've made significant strides in defining clear trustee roles, core policies, and robust risk, safeguarding, and financial controls.

Our second priority is building a modern, skilled, and diverse Board. We're seeking Trustees with expertise in safeguarding, education, legal compliance, risk, data, and EDI to enhance strategic oversight and address risks from long tenures and a small group. Paired with investment in induction and development, this will foster professional behaviours, constructive challenge, and shared accountability —positioning us for stable, inclusive growth that truly champions our children.

## Our commitment to diversity

Leeds Children's Charity is committed to building a Board and leadership culture that truly reflects the diversity, experiences and strengths of the children, families and communities we serve. We recognise that diverse perspectives strengthen decision-making, deepen understanding of beneficiaries' needs, and help us create a safer, more equitable environment for children at Lineham Farm.

We warmly welcome applications from people of all ages, ethnicities, genders, sexual orientations, faiths, socio-economic backgrounds and lived experiences, including those with disabilities. We are particularly keen to encourage candidates have personal or professional connections to the communities of Leeds. Creating an inclusive, respectful and supportive governance culture is one of our strategic priorities, and we are committed to ensuring all trustees can contribute confidently and collaboratively to the future of the charity.



# An exciting time for Leeds Children's Charity...



Leeds  
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This is a pivotal and energising moment to join the board of Leeds Children's Charity. With a renewed commitment to strengthening governance, modernising systems, we are laying the foundations for a stronger, more confident future. New trustees and a new Chair will play a central role in shaping this next chapter – helping to improve strategic focus, support the operational team and ensure the organisation is the best it can be for the children and communities it exists to serve. Your leadership will make a visible, lasting difference at a time when positive change is not only possible, but already underway.

The charity has extraordinary impact every day. Leeds Children's Charity provides unforgettable breaks, outdoor adventure, emotional respite and moments of joy for some of the most disadvantaged children in Leeds – offering safety, confidence-building experiences and the chance simply to enjoy childhood as it should be. From nature-based activities to animal care, creative play and outdoor learning, the charity helps over 2,000 children each year to grow in resilience, self-esteem and hope for the future. Becoming a trustee now means helping to safeguard and strengthen this life-changing work for the next generation.

# Chair of Trustees role description



**Leeds  
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<b>Location</b>	Leeds
<b>Time Commitment</b>	2-3 days per month
<b>Salary</b>	This is a voluntary role. Reasonable expenses can be claimed.

## Role Purpose

The Chair provides inclusive, values-led leadership to the Board of Trustees, ensuring that Leeds Children's Charity is well-governed, financially resilient, and focused on achieving the greatest possible impact for children and families. Working in close partnership with the Chief Executive, the Chair enables effective decision-making, constructive challenge, and a strong organisational culture rooted in kindness, integrity and collaboration.

## Key Responsibilities

### Board Leadership and Governance

- Provide clear leadership to the Board, fostering a culture of openness, trust, and constructive challenge.
- Ensure the Board operates effectively and in line with its legal duties, Charity Commission guidance, and the Charity's governing document.
- Lead the Board in setting strategic direction, ensuring the Charity's mission, values and long-term objectives remain central.
- Ensure appropriate oversight of risk, safeguarding, financial sustainability, and organisational performance.

## Chairing and Board effectiveness

- Chair Board meetings and the Annual General Meeting, ensuring meetings are purposeful, inclusive and well-managed.
- Agree agendas with the Chief Executive and Company Secretary (or equivalent), focusing on strategic priorities and assurance.
- Support trustee development, succession planning and effective induction of new trustees.
- Ensure robust annual review of Board performance, including the Chair's own effectiveness.

## Relationship with the Chief Executive

- Establish a strong, respectful and supportive working relationship with the Chief Executive, based on trust and clarity of roles.
- Provide guidance, support and appropriate challenge to the Chief Executive, while respecting the executive's operational leadership.
- Lead, on behalf of the Board, the appraisal and performance review of the Chief Executive.

## Representation and external engagement

- Act as an ambassador for Leeds Children's Charity, representing the organisation to key stakeholders, partners, funders and supporters as appropriate.
- Support the Charity's profile and reputation, helping to build confidence among donors, volunteers and the wider community.
- Where appropriate, assist with strategic relationships and high-level fundraising or advocacy activity.

## Time commitment

The role typically involves:

- Board meetings 5/6 board meetings a year.
- Occasional committee meetings
- Monthly 1-21-'s with the CEO
- Annual strategy sessions and trustee development activities



## Who we're looking for

### Essential

- A strong commitment to the mission and values of Leeds Children's Charity.
- Senior-level leadership experience, with the credibility and confidence to chair a board or equivalent group.
- A clear understanding of good governance, or the ability to develop this quickly, including the respective roles of Chair, trustees and executive leadership.
- The ability to build consensus, encourage diverse perspectives, and manage constructive challenge.
- Excellent communication and interpersonal skills, with the ability to listen well and influence thoughtfully.
- Sound judgement, integrity and a commitment to acting in the best interests of the Charity at all times.

### Desirable

- Previous experience as a Chair or trustee within the charity or voluntary sector.
- Experience of strategic change, organisational growth or financial sustainability.
- An understanding of issues affecting children, families or community-based organisations.
- Experience of working with or supporting fundraising, partnerships or external stakeholders.

## Being a Chair - what's involved?

A helpful summary of trustee roles and responsibilities can be found in the Charity Commission guidance for new Trustees: [The Essential Trustee: what you need to know, what you need to do \(CC3\)](#).

Thanks to Eastside People, you will have access to membership of the [Association of Chairs](#). A [Chair's Compass](#) is also another useful guide.



# Ready to apply?

**Eastside People** is supporting Leeds Children's Charity in the recruitment for this role.



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**The closing date for applications is Monday 13th April.**



## How to apply...

Please [click here to apply](#) by submitting your CV and a cover letter both in Word doc format.

Please use the cover letter (max 2 pages) as an opportunity to add to the information you have shared in your CV and ensure that you cover the following:

- Why are you interested in the Chair of Trustees role at Leeds Children's Charity?
- Having read the information pack, what relevant experience and skills do you feel you would bring to this role? This might come from paid work, study, community or voluntary work or other experience.

You are welcome to send your cover letter in writing, or as a video or audio clip, alongside your CV. Any video or audio submissions should be emailed to [johns@eastsidepeople.org](mailto:johns@eastsidepeople.org).

If you would like a call to discuss the role in more detail, please email John to arrange a convenient time at [johns@eastsidepeople.org](mailto:johns@eastsidepeople.org). Having a call of this kind will not influence the success or otherwise of your application.



**We want you to have every opportunity to demonstrate your skills, ability and potential. If you have a disability or require reasonable adjustments during the application or interview process, please contact us so we can support you appropriately.**

Longlisting interviews with Eastside People will take place shortly after and shortlisted candidates will have an interview with Leeds Children's Charity during the week beginning 27th April.

## **Equality, Diversity and Inclusion**

**Leeds Children's Charity is committed to safeguarding and education that is inclusive and responsive to diversity. We welcome applications from individuals with a wide range of backgrounds and lived experiences and will make reasonable adjustments to support participation in the role.**

## **Finally...**

We understand AI can be a helpful tool, but please use it with caution and ensure your application is personalised and accurate.

**If you know anyone else who might be interested, please do share this information pack with them.**

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Eastside People is the trading name for Eastside Consulting Ltd. Company number: 4958922.

# Contact us

Together, we can ensure every child in Leeds reaches their full potential. Ready to make a difference or want to find out more?

[www.leedschildrenscharity.org.uk](http://www.leedschildrenscharity.org.uk)



**Leeds  
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Charity at  
Lineham Farm**

**Leeds Children's Charity at Lineham Farm**  
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