

# Trustees recruitment pack



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



# Welcome

## Foreword from the Chair of Trustees



Dear Prospective Trustee

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  
Charity at  
Lineham Farm

Dear Prospective Trustee,

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

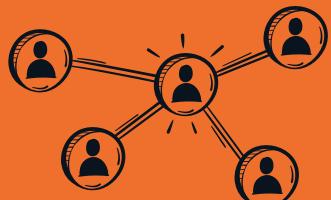
## Our focus

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.

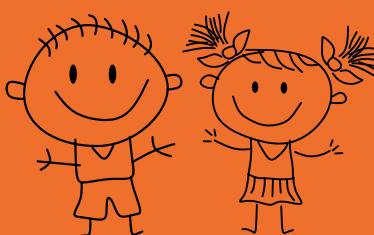
## Our reach



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  
Lineham Farm

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  
Children's  
Charity at  
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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.

# Safeguarding Trustee role description



Leeds  
Children's  
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<b>Location</b>	Leeds
<b>Time Commitment</b>	Approx. 1 day/month for trustees (see further details below)
<b>Salary</b>	This is a voluntary role. Reasonable expenses can be claimed.

## Role Purpose

The Safeguarding Trustee provides leadership, oversight and assurance to the Board that Leeds Children's Charity is fulfilling its Safeguarding and Health & Safety responsibilities effectively, proportionately and in line with best practice. The role supports the Board in ensuring that children, young people, volunteers, staff and visitors are kept safe, and that safeguarding and health & safety are embedded within the Charity's culture, governance and decision-making.

This is a **governance and assurance role**, not an operational safeguarding position.

## Key Responsibilities

### Safeguarding Governance and Assurance

- Provide expert advice and constructive challenge to the Board on safeguarding matters, ensuring compliance with legislation, statutory guidance and Charity Commission expectations.
- Support the Board in ensuring appropriate safeguarding policies, procedures and codes of conduct are in place, up to date, and effectively implemented.
- Receive assurance that safeguarding concerns, incidents and allegations are managed appropriately, including escalation, reporting and learning.
- Ensure safeguarding is embedded within organisational culture, strategy, risk management and decision-making.



## Health & Safety Oversight

- Provide Board-level oversight and assurance in relation to health & safety arrangements, including compliance with relevant legislation and guidance.
- Support the Board in ensuring that proportionate systems are in place to identify, manage and mitigate health & safety risks associated with the Charity's activities and premises.
- Receive assurance on serious incidents, near misses or trends, and ensure learning is shared at Board level.

## Risk, Compliance and Reporting

- Act as a point of reference for safeguarding and health & safety within Board discussions, supporting informed scrutiny and challenge.
- Ensure safeguarding and health & safety risks are appropriately reflected in the Charity's risk register and reviewed regularly.
- Support the Board in meeting its duties to report serious incidents to the Charity Commission and other relevant bodies where required.

## Support to the organisation

- Provide advice and guidance to the Chief Executive and senior staff, while respecting management responsibilities and operational boundaries.
- Support trustee understanding and confidence in safeguarding and health & safety through briefings, learning or development as appropriate.

## Time commitment

The role typically involves:

- 5-6 Board meetings per year
- Attendance at Board meetings
- Occasional additional meetings relating to safeguarding or health & safety matters
- Availability for advice if serious concerns arise



## Who we're looking for

### Essential

- A strong commitment to the mission and values of Leeds Children's Charity.
- Professional experience or significant knowledge of safeguarding (e.g. within education, health, social care, youth services, voluntary or community sectors).
- A clear understanding of safeguarding principles and the ability to apply them at a governance and assurance level.
- The confidence to provide appropriate challenge and advice within a Board setting.
- Sound judgement, discretion and the ability to handle sensitive information appropriately.
- A commitment to acting in the best interests of the Charity and those it serves at all times.

### Desirable

- Experience of Board or trustee roles within the charity or public sector.
- Knowledge or experience of health & safety governance or risk management.
- Familiarity with Charity Commission guidance on safeguarding and serious incident reporting.
- Experience of supporting organisational culture change or improvement in safeguarding practice.

## Being a Trustee - 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 \(CC3\)](#)



# Education Trustee role description



**Leeds  
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<b>Location</b>	Leeds
<b>Time Commitment</b>	Approx. 1 day/month for trustees (see further details below)
<b>Salary</b>	This is a voluntary role. Reasonable expenses can be claimed.

## Role Purpose

The Education Trustee provides strategic oversight and specialist advice to the Board on matters relating to schools, education systems, inclusion and learning. The role ensures that Leeds Children's Charity's programmes remain relevant, accessible and impactful for children and young people, particularly those experiencing disadvantage or barriers to participation.

Working alongside fellow trustees and in partnership with the Chief Executive, the Education Trustee strengthens the Charity's relationships with schools, multi-academy trusts, local authorities and education partners, helping the organisation maximise its reach and educational value through high-quality outdoor learning and residential experiences.

**The role is strategic and advisory rather than operational.**

## Key Responsibilities

### **Education & Schools Partnership Lead: Strategic governance**

- Fulfil the legal duties of a trustee in line with Charity Commission guidance and the Charity's governing document
- Contribute to the Charity's long-term strategy, ensuring educational impact remains central to decision-making
- Provide constructive challenge and assurance on programme quality, reach and outcomes
- Support effective oversight of safeguarding, inclusion, equity and risk



## Education and Schools Insight

- Provide expert advice on the education landscape, including schools, trusts, SEND, attendance, disadvantage and curriculum pressures
- Help the Board understand how the Charity's offer complements formal education and supports children's development, wellbeing and attainment
- Advise on barriers schools may face in accessing residential or outdoor learning opportunities
- Champion evidence-based approaches to learning outside the classroom

## Partnerships and System Engagement

- Support development of strong, strategic relationships with schools, academy trusts, local authorities and education leaders
- Act as an ambassador for the Charity within the education sector
- Where appropriate, open networks and facilitate introductions to strengthen reach and access
- Provide insight to inform marketing, communications and service design for school partners

## Board Contribution

- Attend and actively contribute to Board meetings, strategy sessions and relevant committees
- Work collaboratively with trustees and executives to support sound decision-making
- Participate in trustee development, induction and annual Board review
- Uphold collective responsibility and maintain appropriate boundaries between governance and operations

## Time commitment

The role typically requires:

- 5–6 Board meetings per year
- Occasional committee or working group meetings
- Annual strategy and development sessions
- Periodic engagement with the Chief Executive or senior team as required
- Occasional attendance at school or partner events



## Who we're looking for

### Essential

- Strong commitment to the mission and values of Leeds Children's Charity
- Senior leadership experience within education (e.g. Headteacher, Executive Head, Trust/Local Authority Director, or equivalent)
- Credibility and networks within the school or education system
- Strategic thinking and the ability to operate at Board level
- Understanding of governance or willingness to develop this quickly
- Sound judgement, integrity and independence of thought
- Ability to provide supportive challenge and work collaboratively
- Excellent communication and influencing skills

### Desirable

- Experience of multi-academy trusts, system leadership or education partnerships
- Knowledge of inclusion, SEND, attendance or disadvantage strategies
- Experience of safeguarding leadership
- Familiarity with impact measurement or outcomes frameworks
- Previous trustee or non-executive experience

## Being a Trustee - 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 \(CC3\)](#).



# Ready to apply?

**Eastside People** is supporting Leeds Children's Charity in the recruitment for these roles.



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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 a Safeguarding or Education Trustee 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  
Children's  
Charity at  
Lineham Farm**

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