



Welcome to Newark Emmaus Trust
 An independent charity which has been providing supported accommodation to the young homeless for over 30 years

TRUSTEE RECRUITMENT



About Us *Newark Emmaus Trust provides supported accommodation and wraparound services for young people aged 16-25 and their babies/children who are homeless or at risk of homelessness. We are a small, local charity that has a big impact – helping young people build brighter, more independent futures.*

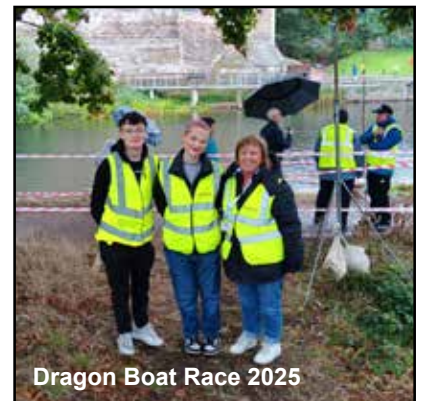
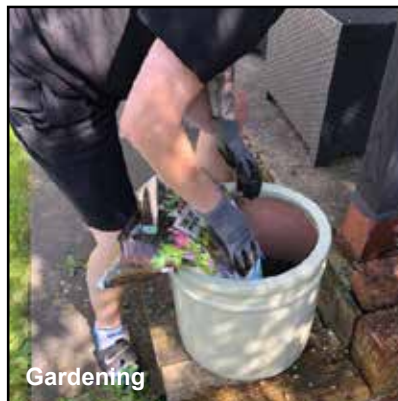
Our Missions To provide:

- Impactful and positive change to the lives of young people in our area who are homeless.
- Young people who experience homelessness with education, homes and skills for a successful future.
- An environment where homeless young people can thrive and develop the capacities to enable an independent and prosperous tomorrow.

Our Aims and Objectives:

- To relieve, mitigate and prevent poverty, suffering and distress by the provision of social housing.
- To relieve, mitigate and prevent hardship or distress for local young people who are in need, homeless or likely to become homeless.
- To give support to local homeless young people and a better chance to achieve their full potential and reverse the spiral of homelessness.

Our residents connect with the community and gain confidence through volunteering



Chairs introduction



Thank you for your interest in becoming a Trustee for the Newark Emmaus Trust. I welcome the opportunity to outline the important contribution our Trustees make in shaping our vision and delivering the Trust's objectives.

Our mission remains as vital today as when we began; to provide safe accommodation combined with compassionate professional care, and the support that young people need to overcome homelessness and build a brighter future.

We believe that a home is much more than a roof – it is a foundation from which lives can change. Here in Newark, we support vulnerable young people aged 16–25 and their babies/children, with a goal that goes far beyond simply providing shelter. Our goal is independence, employment, and personal growth.

We are now looking to appoint new Trustees. We want to attract individuals who share our Trust values, which you can read more about on page 6. A diverse and inclusive Board is important to us, and we welcome candidates who add to the range and breadth of experience within the Board and represent voices we may be missing.

In the rest of this pack, you will find out more about our organisation, information about our work and how to apply to join our team.

CEO's introduction



The Trust currently houses 41 young people plus their babies and children over 13 properties in Newark and we envisage that this will increase over the coming years. Unfortunately, there is still a high demand.

Our dedicated team of 17 staff work tirelessly, 24 hours a day, 365 days a year to improve their lives and give them hope for the future. We aim for them to be independent within 2 years, working with them to manage their finances, improve their mental and physical health, look after their temporary homes, gain employment, or re-enter education, gain practical life skills and help them to make the right choices and behave appropriately. Only when they are ready to move on do we help them to find a new home.

Our team of volunteers including the Trustees are passionate about the young people we support and also work hard to support both the residents and the staff.

I would be delighted to hear from you if you feel you can help us to make the lives of these young people better and help the team to promote and deliver the service. Please do visit our website where you will find a video, newsletters and annual report, all of which will provide you with full information about the amazing work we do.

The Trustee Role

Being a member of a trustee board can be a hugely rewarding opportunity. Like other volunteer roles, if you become a Trustee you will get out of the experience what you put in.

Trustees have a shared responsibility for providing effective governance.

We understand that people join Boards for all sorts of reasons, and we are more than happy to support you on your journey, and make sure that we work together to get the most out of your time with us.

Being a Trustee means working as a team, as a member of the management committee and with the CEO and team to ensure that the Trust is run responsibly in accordance with the Trust's mission, objectives and values, for the benefit of the public and in line with the charities commission, charity code of governance and fundraising regulator.

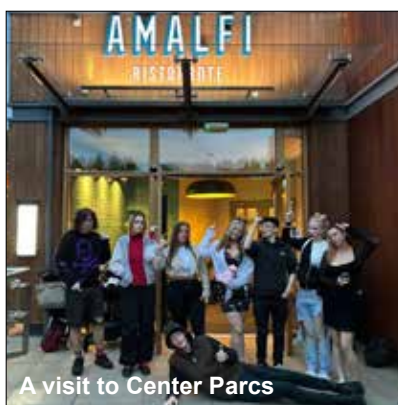
Being part of the NET team will also build your professional and personal network and may help you to build your CV and provide references for future opportunities.

In summary:

- To ensure that the charity complies with its governing documents, charity law, company law and any other relevant legislation or regulations
- To ensure the strategic direction of the Trust and review this direction when appropriate
- To ensure the organisation uses its resources in accordance with its strategy and vision
- To safeguard the good name and values of the organisation
- To ensure the effective and efficient administration of the organisation
- To ensure the financial stability of the organisation
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds
- To appoint the Chief Executive Officer and monitor their performance

For further reading, the Charity Commission document 'The Essential Trustee' explains the key duties of Trustees in more detail.

Our residents enjoy a range of activities and trips



What is expected of you

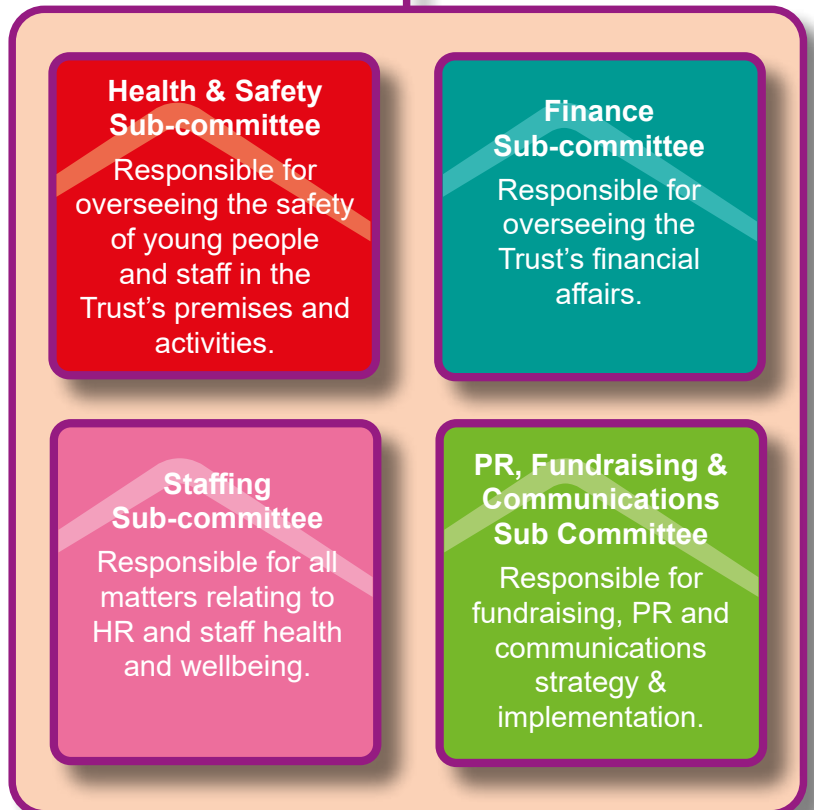
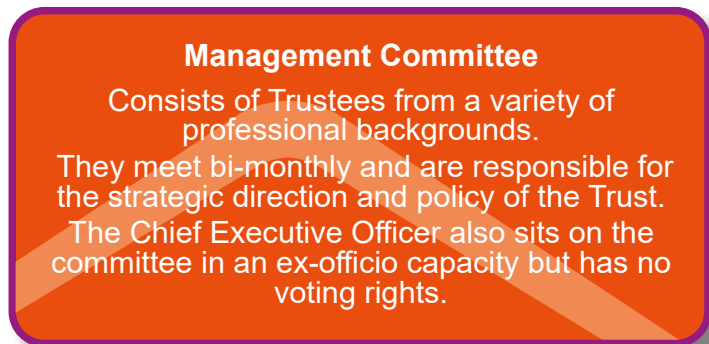
Your key responsibilities would be to ensure that the organisation remains legal and financially stable.

You are expected to attend and actively engage in our Trustee Board meetings. There are likely to be six meetings of the management committee a year, with the occasional email-based decision in between.

We also have a number of Sub-Committees that meet up to six times a year and you will be expected to join one of the sub committees dependent on your area of expertise and experience.

Meetings will be a necessary and consistent call on your time as a trustee.

Find out more about the structure of trustee meetings below:



***Inclusivity:** We are dedicated to making our Board meetings accessible for everyone. If the timing, set-up or way the meetings are conducted is inaccessible to you, its vital that you let us know and we will accommodate where we can. Whilst trustee roles are generally unremunerated, we are able to provide reasonable expenses to enable you to attend and meaningfully engage in the meetings*

Our Core Values

The Newark Emmaus Trust share the following fundamental values and beliefs which underpin our work and when achieved ensure superb teamwork:

Respect

We respect each other, giving everyone a voice, value each other's contributions, behave respectfully towards each other, creating an equal, diverse and inclusive trust where everyone feels heard whatever problems they bring.

Honesty

We expect the highest level of integrity both for our residents and within the team. We are fair and transparent in all that we do even when it's difficult.

Professional and Accountable

We focus on the delivery of our service and are answerable for what we do and don't do. We work professionally both internally and with external parties, bringing together different expertise to achieve the best possible outcomes.

Positive and Enthusiastic

Everything we do is to make a positive difference to the lives of homeless young people. We will act and speak positively in all our interactions – no matter how challenging the situation and be enthusiastic about our work and change. We will collaborate with others to reach more people in need.

Caring and Compassionate

We care about what we do and the way we do it. We will be caring, empathetic, loyal and compassionate to the wishes and feelings of those whom we support and each other.

Independence

We support and foster independence for our residents. We encourage growth and skills development for our team, encouraging creativity and continuous improvement with equality for all.

What we are looking for

We are looking for dedicated and enthusiastic individuals who align with our mission and values and will bring an energy to the board, bring ideas and experience, whilst being respectful of other viewpoints and the success that the Trust has already delivered over the last 32 years.

We welcome applications from people of all backgrounds, as we actively work to diversify our Board, but specifically we are keen to recruit expertise in the following areas:

- **Finance/Accounting**
- **PR, Marketing and Communications**
- **Housing**
- **Health & Safety**

No prior experience of being a Trustee is required, full support and training will be given as well as a thorough induction.

All must also be committed to our equality, diversity and inclusivity policy and comply with our safeguarding policy.

If successful, an enhanced DBS will be required and you must be flexible to attend evening and daytime sub-committee meetings.

Our accommodation is maintained to a high standard



Application Requirements and Process

If you are interested in applying to be a member of the Board of Trustees, please provide the following:

Covering letter stating:

- Why you would like to be a Trustee
- What you will bring to the Trust
- What you hope to get from the role

Contact details of two referees

Your CV including contact details

If you have any questions or would like to discuss the roles before you apply please contact Nikki Burley at the email address below.

Your application should be emailed to our CEO:

nikki@newarkemmaustrust.co.uk

Shortlisted candidates will be invited to an interview with the CEO. If successful, you will be introduced to one of our Trustee's for an initial conversation.

For more information please visit:

www.newarkemmaustrust.org.uk (specifically the news tab where our annual report and newsletters can be found).



Please scan to visit our website



Over 1200 young homeless people supported 1993-2024

net newark emmaus trust
helping the young homeless since 1993

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📘 Find us on Facebook

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🌐 LinkedIn

centre point **partnering** member

Registered charity No. 1017344 Company No. 2783331

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NB: This document is correct at date of publication