include YOUTH IRELAND

BOARD MEMBERS

A MESSAGE FROM **INCLUDE YOUTH**

DEAR CANDIDATE,

Thank you very much for your interest in the role of Board member with Include Youth Ireland We're looking for passionate, driven individuals to become our next board members to help drive the purpose for our work in Include Youth Ireland.

If you're committed to Include Youth's cause and want to use your skills and expertise to create a lasting impact, we would love to hear from you!

The closing date for submission is 12 noon, on Friday 26th June 2026.

Yours sincerely

Diane Hill

Diane Hill
Chief Executive Officer

Who We Are

Include Youth is a rights-based charity for children and young people in or leaving care, from disadvantaged communities or whose rights are not being met.

We work to improve employability, personal and social development enhancing inclusion, integration and good relations.

Include Youth influences public policy led by the voice of children and young people, evidence based practice and international children's rights standards.

Our **Approach**

Adopting a youth work based approach, we work alongside young people in order to provide life changing opportunities.

We provide a tailored wrap around service that helps young people gain qualifications, employability skills, develop self-confidence and a better understanding of cultural diversity and inclusion.

Our **Purpose**

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Empowering young people to thrive.

Our **Values**

Equality

We focus on driving equality amongst young people and in wider society, ensuring all young people have access to opportunities to improve their lives

Inclusion

We believe in an inclusive society, where regardless of background, everyone should have a voice. Include Youth involve and advocate for young people from all communities, creating a truly inclusive environment throughout Northern Ireland and across the border.

Opportunity

Through our work we ensure that young people are provided with opportunity to excel and thrive. By facilitating accessible programmes, we can drive opportunities for the most disadvantaged in society and create opportunity for all.

Integrity

We work in a respectful, helpful and transparent manner with our young people so we can advocate for them and achieve the best outcomes.

STRATEGIC PLAN

include YOUTH

PURPOSE: TO EMPOWER CHILDREN AND YOUNG PEOPLE TO THRIVE

WHO

We will engage with 5000 care experience young people and those from communities of need in collaboration with excellent partnerships across Ireland.

WHAT

EXISTING DELIVERY:

· Employability and training services · Peace programmes · Policy influencing · Participation of young people · Specialist services · Specialist training

e.g. care awareness

AREAS FOR GROWTH:

· Policy influencing · Specialist training · Employability model including transitions
· Give and Take model
· Corporate partnerships

EXPLORE NEW OPPORTUNITIES:

· Tailored employability services
· Tailored separated children/young people seeking asylum services
· Accommodation provision
· Alternative Education Provision
· Transition provision for young people with experience of the justice system
· Safe social spaces

WHERE

ISLAND OF IRELAND

HOW

MAINTAIN A STRONG & INCLUSIVE ORGANISATION

· Include Youth to become an employer of choice within the third sector
· Commitment to excellence
· Inclusive & diverse board and staff
· Invest in all staff to excel
· Established as a well-known brand

QUALITY AND IMPACT:

· Demonstrate a rights based approach underpinned by Include Youth values
· Effective accurate data collection to demonstrate impact & influence
· Continual evaluation and improvement of all services

SUSTAINABLE ORGANISATION:

· A manageable balance of unrestricted and grant based funding
· Continued co-design model of delivery
· Establish an Include Youth social enterprise
· Environmentally aware in all practices
· Effective IT infrastructure for accessibility & limiting travel need

Integrity

Opportunity

Equality

Inclusion

T 028 9031 1007
E info@includeyouth.org
W www.includeyouth.org
@includeyouth

Our Services

Give and Take

Give and Take is a regional youth work intervention project to support care experienced young people aged 16 to 24 years old. It offers individually tailored programmes with core themes being; supported work experience, personal development, OCN qualifications, mentoring and transitional support. We have recently expanded Give and Take into Cavan/Monaghan and Tallaght.

Give and Take One to One is a programme that supports young people who are at risk of or have experienced Child Sexual Exploitation. It builds on protective factors and helps to improve their health and wellbeing in a supportive way

One to one

Expert By Experience

This project is led by young people, working directly with their peers. It builds upon Include Youth's 'Expert by Experience' (EBE) model of participation which empowers young people to lead. It employs 15 care experienced EBE's who will be supported to mentor other young people to become change makers and policy advocates.

We are committed to ensuring that the voice of young people is at the centre of decision making. We promote and protect the rights of children and young people and provide opportunities for young people to influence policy and decision makers. We support young people to develop their campaigns on issues which matter to them.

Policy

We deliver a range of accredited training and workshops such as;
Awareness raising workshop
on Child Sexual Exploitation,
OCN NI Level 2 in Understanding Child Sexual Exploitation,
OCN NI Level 4 in Supporting Care Experienced
Children and Young People
OCN NI Level 2 in Mentoring Practice

Training

Employability services offers one to one support for young people hoping to transition into employment and help them navigate this move. It offers: CV building, supported work placements, taster days, interview techniques and personal development support .

Employability

Strive is a cross-border, cross-community, good relations programme for young people aged 14 to 24 led by Include Youth in partnership with Youth Initiatives, Newstart Education Centre, Northern Ireland Alternatives and Lifford Clonleigh Resource Centre. Strive is an intensive youth-led youth work programme . It engages young people in a transformative process, focusing on four core strands: good relations, citizenship, personal development and employability.

Strive

Our Generation (Heads Up) will develop and deliver programmes to increase mental health literacy, enhance emotional resilience, build the leadership skills of children and young people (aged 9-25) and will lead research in mental health and the impact of trauma on our communities. This programme operates throughout Northern Ireland and border counties.

Heads Up

Role Description

Role Title: Board Member Include Youth Ireland

Role description for Board Members

Board members are elected by the membership of the organisation at the Annual General Meeting of the Board, normally for a cycle of three years. Additional individuals can be co-opted onto Board until the following AGM. There may be up to 11 members of the Board. Meetings are usually held quarterly with 1 or 2 meetings on strategy each year.

Role Purpose:

To promote the aims, objectives and values of the organisation, and contribute to the good governance of the organisation.

Main Responsibilities

Each Board member agrees:

- to take part in formulating, and monitoring progress against, the aims and priorities of the organisation;
- to ensure that adequate policies and practices are in place to protect the organisation from risk and are in keeping with its aims and values;
- to ensure that the organisation functions within the legal and financial requirements of a charitable organisation and company limited by guarantee and strives to achieve best practice; and
- to act honestly, in good faith, using reasonable skill and care.

Main Duties

- Formulating strategic aims.
- Contribute to developing the organisation's strategic and operational plans and monitor their implementation.
- Always consider the best interests of the organisation as a whole and its beneficiaries, whether as a Board member or any of its committees, sub-committees, groups etc.
- Reflect the organisation's vision and values strategy and major policies at all times.
- Contribute specific skills, knowledge and contacts and support the organisation in fundraising activities.

- Be familiar with the nature of the work of the organisation
- Ensuring policies and practices are in keeping with the aims and values.
- Contribute to the identification, development and monitoring of relevant policies and procedures.
- Follow the Code of Conduct at all times, particularly when exercising the function of a Board member or participation in any of the committees, sub-committees or groups.
- Attend meetings of the Board (and apologise if unable to attend).
- Reflect the Board's aims, policies, values and concerns on all the organisation committees and working groups.
- Ensuring best practice
- Be an active member of the Board in exercising its responsibilities and functions.
- Attend and prepare for meetings by reading the agenda and papers in advance.
- Send apologies when unable to attend.
- Maintain good relations with other members of Board, staff and volunteers.
- Read materials prior to attending meetings.
- Take part in induction and/or training sessions provided for the benefit of members of Board.
- Fulfil such other duties and assignments as may be required from time to time by Board or Chair.
- Acting honestly, in good faith, using reasonable skill and care.
- Use reasonable skill and care in the governance of the organisation.
- Act honestly and in good faith i.e. in the interests of the organisation.
- Not to benefit or gain personally (or any 'connected person') and identify where there may be any potential conflict of interest
- Comply with company and charity law.

How to Apply

Applications will only be accepted by CV. If you feel you are suitable for the post, please submit your CV with a covering letter to

https://hr.breathehr.com/v/board-members-iy-ireland-47171

- Detail your skills and experience that are relevant to the role.
- Describe your interest in this role with Include Youth.
- Describe your board experience.

All documents should be returned by the closing date Friday 26th June at 12 noon.

We look forward to hearing from you, and wish you all the best in your application and the process ahead.

If you have any queries on the recruitment process please contact Jackie@includeyouth.org.

Privacy Notice

Include Youth (referred to as "the organisation" throughout this notice) collects and processes personal data relating to job applicants as part of our recruitment process. We are committed to being transparent about how we collect and use that data and to meeting our data protection obligations.

This notice sets out the basis on which we collect, use and disclose the personal data of our recruitment candidate, as well as your rights in respect of such personal data.

What information does the organisation collect and how?

Include Youth collects a range of information about you. This includes:

- your name, address and contact details, including email address and telephone number;
- details of your qualifications, skills, experience and employment history;
- information from interviews you may have;

We may collect this information in a variety of ways. For example, data might be contained in application forms or CVs (including when these are sent to us as part of speculative applications or queries), obtained from your passport or other identity documents, or collected through interviews.
We may also collect personal data about you from third parties, such as referees. We will seek information from third parties only once a role has been offered to you.
Data will be stored in a range of different places, including on your application record, in our HR management systems and our email system.

Why does Include Youth process personal data?

Include Youth collects and processes your data for a number of purposes and where we have a legal basis to do so, as follows.

Include Youth has a legitimate interest in processing personal data during the recruitment process and for keeping records of the process. Processing data from job applicants allows us to manage the recruitment process, assess and confirm a candidate's suitability for this role. We may also need to process data from candidates to respond to and defend against legal claims. We will not use your data for any purpose other than the recruitment process of which you are a part

Who has access to data?

Your information may be shared internally within the organisation for the purposes of the recruitment process. This includes members of the HR team, interviewers involved in the recruitment process.

We will not share your data with third parties unless your application for employment is successful and an role is offered. We will then share your data with referees to obtain references. In addition, we may need to share your personal information with a regulator or otherwise to comply with the law.

How does Include Youth protect data?

Include Youth takes the security of your data seriously. We have internal policies and controls in place to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by our personnel in the proper performance of their duties.

How long does Include Youth keep data?

If your application for this role is unsuccessful (including when you have speculatively applied to us in respect of a role which is not available), we will hold your data on file for 6 months. At the end of that period, your data is deleted or destroyed (unless we need to retain it for longer to exercise or defend any legal claims). If your application for this role is successful, personal data gathered during the recruitment process will be transferred to your board file and retained during your tenure with Include Youth. The periods for which board data is held will be provided to you in a separate privacy notice.

Your rights

As a data subject, you have a number of rights under data protection law. You can:

- access and obtain a copy of your data on request;
- request Include Youth to change incorrect or incomplete data;
- request Include Youth to delete or stop processing your data, for example where the data is no longer necessary for the purposes of processing;
- object to the processing of your data where Include Youth is relying on its legitimate interests as the legal ground for processing; or ask us to transfer your data to another organisation.

If you would like to exercise any of these rights or if you have any questions about this notice or our processing of your data more generally, please contact karin@includeyouth.org.

Contact Details

Include Youth Ireland
Lifford Clonleigh Resource Centre
Croaghan Heights
Lifford
Co. Donegal
F93 WR22

www.includeyouth.org
@includeyouth