



# RECRUITMENT PACK

TRUSTEE



# THANK YOU FOR YOUR INTEREST IN THE ROLE OF TRUSTEE OF OUSEBURN FARM.

I joined Ouseburn Farm as a Trustee in 2019 and became Chair in 2020. It has been a great privilege to work with the board and the Ouseburn Farm Staff team over the last five years.

Ouseburn Farm, or Byker City Farm as it used to be known, has been here since 1976. It was set up by local residents who wanted a place to raise animals and grow fruit and veg, and it still remains true to its community roots to this day.

Now, it is a thriving charity providing services for adults with additional needs, acting as a visitor attraction that's free to enter, and hosting a range of events and activities.



## We have a simple mantra:

This is a place for growing; plants, animals but most of all people.

We cultivate joy here. And Learning.

We nurture self-confidence and a sense of belonging.

You'll feel it as soon as you walk through our door.

Loves are being enriched

Needs are being nourished

It couldn't happen without our volunteers. Or your donations.

We're a charity. Run for people, not for profits

A community-spirited place where everyone is welcome. And valued

This is a happy place

A wholesome place

A human place

Ouseburn Farm is a treasured resource for the people of Newcastle and surrounding areas, with generations of families visiting our animals and gardens. When the pandemic hit, the farm was forced to close and this precipitated a root and branch restructuring of our activities. With the help of the board, the charity focussed its priorities on supporting adults with additional needs and providing a high-quality, free to enter visitor attraction for our local community.

As our board looks to support the Ouseburn Farm team in its efforts to improve its impact and increase its service to beneficiaries, we are recruiting new trustees to replace those whose fixed terms have expired, and we are delighted that you are considering applying for the role.

The rest of this pack will tell you more about Ouseburn Farm, and what we are looking for in terms of skills and expertise. All our trustees bring a different perspective, and discussions are strategic and focused. We ask our Trustees to support the Charity in different ways, from supporting staff members, to being an ambassador for the organisation at events, and helping on various sub-committees. Should you join our board, you would be contributing to a vital resource in our city and supporting us as we grow in the future.

Thank you for taking an interest. We wish you the very best of luck if you do choose to apply.

**IAN BROWN,**  
**CHAIR**

## ABOUT US

Ouseburn Farm is a registered charity and company limited by guarantee. The charity was registered in 2011 and it is a charitable subsidiary of Tyne Housing

Our Placement Programme supports adults with additional needs and learning disabilities to improve their wellbeing, grow their skills and build confidence by undertaking workshops across the farm, including livestock care, horticulture, crafts and cookery. This provision is currently attended by around 60 participants from across the Tyne and Wear region. We know from our 2023 independent social impact evaluation that we make a huge difference to our Placements and want to extend our reach and make further improvements to enhance outcomes for beneficiaries. The report concluded that:

The Placements at Ouseburn Farm demonstrate significant positive changes in regards to long-term, wider impacts... The results show extensive positive achievements in regards to social connections, wellbeing, autonomy and resilience, reported both by the Placements themselves and those close to them.

We are also a visitor centre, with around 40,000 visits per year. Free entry allows everyone, regardless of income, to visit and learn about our animals and gardens. 78% of our visitors are families with young children, many of whom live locally. Over 3,000 people attended our family events programme last year, giving children and their families outdoor learning opportunities in hands-on experiences focussed around animals, farming and the environment, including lamb feeding, eggbox gardening, reptile bathing, and goat walking. The visitor centre benefits from a retail space and a cafe. The cafe operation is licensed to a third party charitable organisation, Cafe Beam, which, like Ouseburn Farm, works with young people with additional needs.

We run a volunteer programme for over 70 volunteers from all walks of life, who benefit from getting stuck into the running of the farm in all areas, from customer service in our shop, to livestock care with our farm animals.



# TRUSTEE ROLE PROFILE

## Purpose

Ouseburn Farm's board is responsible for supporting and holding to account the farm manager. This includes ensuring appropriate governance of the organisation, overseeing overall strategy, managing risk, monitoring financial performance and interrogating decisions and choices about the charity. The board is the guardian of Ouseburn Farm's mission and values.

## Legal Context

Trustees are responsible for the legal stewardship of Ouseburn Farm. This involves ensuring that we comply with legislation and our own governing document. The trustee role carries with it a number of legal director duties that trustees are expected to understand. We expect all our Trustees to be aware of the Charity Governance Code:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3>

In particular, our Trustees should be committed to our cause and have joined our board because they want to help us deliver our purpose; they should understand their roles and legal responsibilities and be committed to good governance and want to contribute to our continued improvement.

Ouseburn Farm is a charitable subsidiary of Tyne Group, a registered housing association that provides support, housing, healthcare and more for the North East's most vulnerable people.

## Key Responsibilities and duties

- Fulfilling the legal duties of the trustee role
- Setting the strategy and agreeing business and financial plans
- Scrutinising performance, ensuring that Ouseburn Farm uses its resources to support its beneficiaries
- Taking responsibility for risk across the charity, ensuring that risks are identified, assessed and managed appropriately
- Determining and setting the culture at Ouseburn Farm, ensuring that decisions and behaviours align with the charity's matra
- Preparing for and attending board and subcommittee meetings as required

## Skills

- Excellent communication skills and the ability to persuade and influence
- Good listening skills and an openness to other viewpoints and feedback
- The ability to think differently, come up with new ideas and challenge existing thinking



# TRUSTEE ROLE PROFILE

We're looking for new trustees to help guide and support the future of the farm. We're especially keen to hear from people who share our values, care about the local area, and want to bring fresh perspectives to the board.

We welcome applicants from all backgrounds and life experiences, you don't need to have been a trustee before. We're committed to building a diverse board that better reflects the communities we serve and supports our inclusive, creative, and ethical work.

Whether your strengths lie in community work, creativity, lived experience, strategic thinking, or simply a passion for what we do, we'd love to hear from you.

## Time commitment

- Quarterly board meetings of maximum 2 hours' duration, held at Ouseburn Farm, Newcastle. These meetings are usually held at 4pm on a Thursday.
- Attendance at the AGM in September
- Board meeting preparation and follow-ups
- Sub-committee meetings - there are currently sub-committees/working groups for Finance, Fundraising and communications, and a cafe working group.
- Occasional board strategy days, maximum one per year.
- Other relevant activities, including attendance at farm events and celebrations, as required.

## Remuneration

This post is unpaid but reasonable expenses incurred whilst undertaking trustee activity will be met.

## How to apply

If you wish to apply for this position, please send your CV and a cover letter, outlining why you believe you are suitable for the role to [katie.bates@ouseburnfarm.org.uk](mailto:katie.bates@ouseburnfarm.org.uk).

We encourage you to contact the manager, Katie Bates, for an informal conversation prior to application.

Thank you for your interest.

