



Candidate Pack

Youth Advisory
Board Member

HELLO!

The Key is a charity that empowers young people across the North East of England, particularly those growing up in poverty and those facing challenging personal circumstances.

Our vision is a future where all young people believe in themselves, unlock their potential, and lead connected and fulfilling lives.

We work in collaboration to provide young people with meaningful opportunities to develop skills, build confidence, and grow resilience.

Our work is built upon four core beliefs that young people should be empowered to:

- **Use their voice** and be heard
- Lead and deliver **projects and activities** meaningful to them
- Build the **skills and confidence** they need to thrive
- Become active in their community by **exploring enterprise or tackling social issues**

Our core beliefs are supported by our organisational values of:

- **Collaboration:** We achieve more together than by acting alone
- **Focus:** We keep sight of the goal to achieve our mission
- **Growth:** We constantly strive to be the best we can be



About Us

WHAT WE DO

Working in partnership with others, The Key inspires young people to take on our flagship development programme, the KEY+ Challenge.

KEY+ empowers young people to use their voices and turn their ideas into reality as they build essential skills, confidence and resilience for their future.

THE KEY+ CHALLENGE

The KEY+ Challenge brings young people together in small groups. Guided by a trained KEY+ Facilitator, groups are set the challenge to:

1. **Think** of a project or activity
2. **Plan** what is needed for that project, including a budget
3. **Pitch** their project to a panel of volunteers
4. **Do** their project if given the go ahead by the panel
5. **Review** and reflect on their project, learning, and development.

Young people complete this process up to three times, each time planning more progressively challenging projects with greater personal development. Delivering their first KEY+ project is a great achievement for young people, delivering their second stretches young people further and enhances their skills and at Stage 3, they explore enterprise or social action with their project, providing a way to take action and contribute to their communities.

24-25 IMPACT



Find out more and read some KEY+ stories here
thekeyuk.org

The Role

ABOUT THE OPPORTUNITY

We're launching The Key's very first Youth Advisory Board and are looking for young people (aged 14 - 25) to join us, share their views, and shape a future for young people. This is a paid role and a great opportunity to enhance your skills and add vital experience to your CV.

Hourly wage: £12.60 per hour (Real Living Wage)

Age: 14-25 years (Genuine Occupational Requirement)

Contract: 12-month fixed term contract with potential to extend.

Hours: 3 hours per month. The hours will be scheduled outside of the school day to accommodate those in full time education. There may be occasional opportunities for additional paid hours but these will not be compulsory.

Location: Flexible - a combination of remote and in-person meetings. Attendance at regional and national events may be required. Travel expenses will be covered.

WHAT IT INVOLVES

Purpose of the Role: As a Youth Advisory Board Member, you will play a vital role in amplifying the voices of young people and shaping the future of The Key. Your insights and lived experiences will directly influence our policies, strategies, and operations, ensuring we remain truly youth-led.

Beyond shaping change, this role also offers a unique opportunity for your personal development, from building leadership skills and meeting like-minded people to participating in social action projects that make a real difference in your community.

Main Responsibilities:

- Share experiences and influence The Key's strategy, policies and operational delivery.
- Provide valuable insight into the issues that matter to young people.
- Engage in personal development through training and development opportunities.

Additional optional opportunities:

- Represent The Key at internal and external events as required.
- Network, connect, and share best practice with other youth groups, regionally and nationally.



The Role

ABOUT YOU

We are looking for young people, aged 14-25, passionate about making a difference. You should be keen to share your insights and represent the views of young people.

- You are passionate about The Key and have an understanding of the KEY+ Challenge
- You are able to represent The Key while operating within The Key's values
- You have an appetite to learn and develop and passion for making a difference
- You are a supportive and effective Youth Advisory Board member

Skills required for the role (or willingness to work towards):

- **Agree your responsibilities and see them through:** You can own your actions and take charge of what you do. You can be reliable and trustworthy.
- **Communicate:** You can share your thoughts clearly and listen to what others say.
- **Deal with people in power and authority:** You can express your views and opinions with people in power and authority by challenging opinions with evidence and experience.
- **Work out what you're good and not so good at:** You can effectively evaluate your strengths and weaknesses, then understand how to improve them.
- **Assess your own performance:** You understand your own feelings, likes, dislikes, and what makes you unique.
- **Make decisions:** You can make decisions that you believe in while giving good reasoning for making those decisions.
- **Plan your time and energy:** You can organise your time well so you can meet the deadlines, be on time for meetings and be prepared with any reading or info you need.
- **Search for information and get advice:** You can use your skills to find information when you need it, and look things up if you don't understand something.
- **Settle disagreements:** You can share your opinion while also understanding others' views and find a compromise that works for everyone.
- **Solve problems:** You can figure out ways to fix issues by using creativity and logic.
- **Cope with stress:** You can keep calm and manage your stress, so you can stay focused and positive.
- **Negotiate:** You can discuss solutions with your team, then make decisions to best help you and The Key.

If you have life experience or grew up in a way that helps you to understand young people and the many barriers they can face, then this counts for a lot and we would really like to hear from you.

Learning and support

- Ongoing 1-2-1 support and training
- Travel expenses covered

Equality, Diversity and Inclusion

The people we work with come from all walks of life and we want our workforce to reflect that diversity. We recognise that we are under-represented in terms of ethnicity, disability, sexual orientation and so we encourage applications from under-represented individuals regardless of age or background.

The Role

You can apply to be a Youth Advisory Board Member using our simple online application form or by submitting a video response to our questions [here](#).
If you require an alternative format application form then please email theteam@thekeyuk.org

The deadline to apply is 9am on Monday the 28th April 2025.

Interviews will be held on Tuesday 6th and Wednesday 7th of May at The Key's office. The interview will be a chance for us to learn more about what you can bring to the role and how your skills and experience align with what we're looking for.

If you have any questions or require any support with submitting your application then please do not hesitate to get in touch by emailing theteam@thekeyuk.org or by calling 0191 731 7830.

We look forward to meeting you soon!

APPLY NOW

