

WEMBLEY NATIONAL STADIUM TRUST

Trustee Recruitment Pack
25 March 2024



Visit Our Website
wnst.org



Introduction

WNST contractually receives a share of income from Wembley Stadium equating to circa £1 million per annum. Historically we have distributed this as grants for charities and community organisations delivering sports activities primarily in the London Borough of Brent. For more information please see our website.





Message from our Chair

We are embarking on an exciting adventure to unlock the Trust's full potential! Our fresh new look as the Wembley Stadium Foundation is a big part of this journey. With our ambitious and enthusiastic Board leading the way, we are energised to use our famous stadium to transform communities positively and boost well-being with active lifestyles. We believe collaboration is key and that by teaming up with partners and working together, we can further our reach and really make a difference that lasts.

We welcome Trustee applications from anyone who shares our vision and energy and wants to be part of a dynamic team.



Current Reach

- Distributed over £3,000,000 to fuel sporting activities in the London Borough of Brent.
- Strengthening our impact with over 550 grants successfully completed across the UK.
- Breaking barriers by supporting a diverse range of sports, age groups, and cultural backgrounds.



Striving for more

- Brent is one of the most diverse boroughs in London - can we connect with all?
- Can we act as a catalyst for change not just in Brent but nationally?
- Committed to exploring new ideas and approaches that can amplify our impact and reach and bring about positive change in a meaningful and sustainable way

Meet Our Trustees (1/2)



Khilna Shah
Chair

Khilna is a chartered accountant with over 10 years of financial advisory experience gained primarily at KPMG. Khilna is also a trustee of the National Football Trust and a school governor. She is a Brent resident and passionate to tackle inequalities at all levels.



Andrew Douglass
Vice-Chair

Andrew is the Co-Founder and Chief Executive of innovision; a live event and experiential marketing agency. He is also the Founder of Parallel, a social enterprise that champions disability inclusion. Andrew loves sport and still plays football in a Veterans League and lives in Brent.



Marilyn Okoro
Trustee

Marilyn, an Olympic athlete grew up in Stonebridge in LB of Brent. Transitioning into a career at Equinix, Marilyn is vocal advocate for women and girls in sports, pioneering initiatives like the "Detach the Stigma" podcast series. She is also a non-executive director of UK Athletics.

Meet Our Trustees (2/2)



Lynsey Edwards
Trustee

Lynsey is Head of Middlesbrough FC Foundation; overseeing the strategic direction, governance, finance and operational delivery. She previously worked at the Premier League Charitable Fund, Middlesex FA as well as within basketball and badminton.



Alderman Kawsar Zaman
Trustee

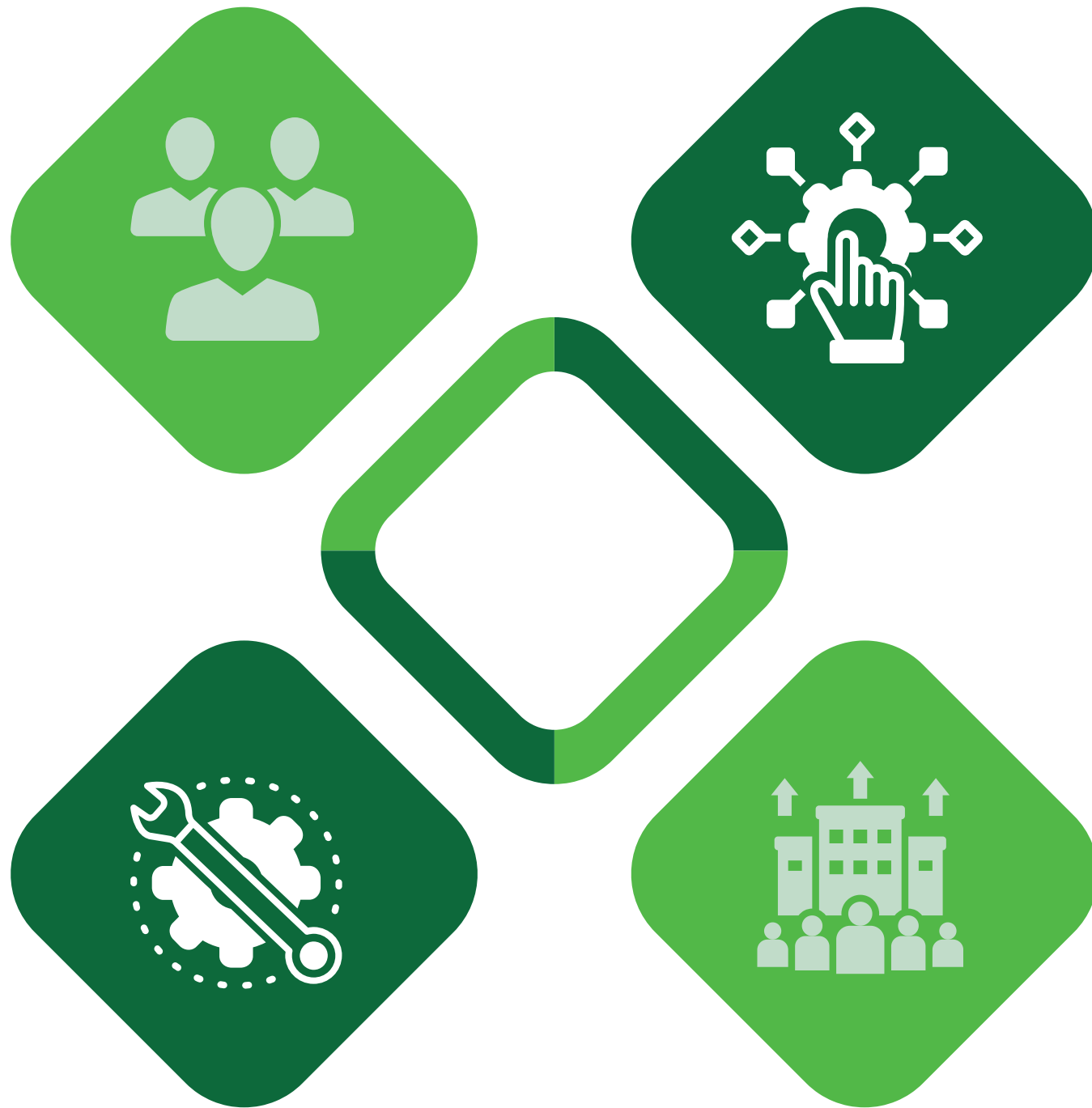
Alderman Kawsar Zaman is a barrister specialising in public, employment and regulatory law, including Sports Arbitration. He is also a senior elected official in the City of London as an elected Alderman.







Ellis Clark
Trustee

Ellis is the General Manager of Blackburn Rovers Football Club, after moving from Everton Football Club. Ellis has a passion for athlete care and wellbeing as well as a keen interest in sport development.

Trustee Person Specification



-  **Role**
Trustee
-  **Remuneration & Terms**
As a voluntary position, the role is non-remunerated.
For an initial term of 3 years.
-  **Time Commitment**
4 trustee board meetings each year, each lasting around 3 hours.
-  **Particularly value experience in any of:**
Legal & Governance, Marketing, Branding and Fundraising, Safeguarding, Disability, Arts and Entertainment, Data and Insight
-  **Main Purpose of the Role**
The Board of Trustees is ultimately responsible for the governance of the charity and for directing how it is managed and run.

Roles and responsibilities of a Trustee (part 1)



Maintaining Vision

The Board of Trustees has responsibility to ensure that the charity has a clear vision, mission and strategic direction and is focused on achieving these.



Performance Management

Trustees must make sure that the Trust measures its impact and progress towards its strategic objectives.



Policies and Guidelines

The Board of Trustees must ensure that there is an appropriate governance structure in place for the size and complexity of the Trust.



Ensuring Accountability

Assuming overall legal and fiduciary responsibility for the Trust's work,

Roles and responsibilities of a Trustee (part 2)



Financial oversight & asset management

Responsibility to ensure that the Trust's financial obligations are met and that there are adequate financial controls in place.



Risk management

Ensure that major risks to the Trust are identified and reviewed, and that appropriate systems are in place to mitigate or minimise these risks.



Maintaining effective board performance

Responsible for ensuring that meetings remain productive and constructive.



Participation & events

Willingness to undertake activities outside of Board meetings at the request of the Chair.

Skills and Experience

It is desirable for Trustees to have knowledge and understanding of some of these areas to enable the Board to collectively cover all operational activity of the Trust, contribute well informed views, and to challenge appropriately with an informed and constructive approach. Overall, a willingness to work together as part of a Board committed to helping the Trust achieve its aims is critical.



Leadership

- Experience as a Company Director (commercial, charity, voluntary sector), Trustee, partner, or in an appropriate senior management position



Finance

- Financial management and accounting



Commercial

- Commercial / business experience
- Corporate Social Responsibility (CSR)



Governance

- Governance and regulation



Strategy

- Community development
- Policy and research
- PR, networking, campaigning
- Social/political environment



Charity sector & business model

- Equal opportunities and discrimination
- Education and training
- Networks/alliances/partnerships
- Monitoring and evaluation/insight



Particularly welcome experience in:

- Legal and governance
- Marketing, branding & fundraising
- Safeguarding
- Health, welfare and disability
- Arts & entertainment
- Data & Insight

Personal Competencies

All Trustees are expected to have a working knowledge and a genuine interest in the charitable sector and the role activity can play in bringing communities together.

- Ability to think and apply knowledge strategically.
- Ability to analyse and evaluate management information and other evidence.
- Ability to communicate clearly and sensitively and to take an active part in discussions.
- Willingness to express their own opinion in a reasoned way, while also listening to the views of others.
- Ability to give praise where earned and positive challenge where necessary.
- Ability to challenge constructively and ask questions appropriately.
- Ability to exercise sound and independent judgement.
- A proven track record of effective, independent, decision making.
- Willingness to work effectively as part of a team that makes collective strategic decisions and to accept collective responsibility for decision making.
- Ability to manage difficult and/or challenging situations.
- Ability to maintain confidentiality on confidential and/or sensitive information.
- Personal credibility, with an ability to act as an ambassador for the Trust with a variety of stakeholders.

Application Process



How to apply

Please submit a CV and a short covering letter (no more than 500 words) or a recorded response explaining why you are interested in becoming a Trustee to recruit@wnst.org.

Closing date for applications: Friday 3rd May



Application process

The Chair and Vice-chair will manage the process of short-listing, interviewing and recommending preferred candidates to put to the Board for endorsement.

Interviews for short-listed candidates will be held in person at Wembley Stadium on Tuesday 14th May 2024. Reasonable adjustments to the process can be made to accommodate disabilities - please contact recruit@wnst.org.

