



# Safeguarding Lead Trustee

Recruitment Pack

October 2025

**boaztrust**  
serving destitute asylum seekers

# A message from our Chair and Chief Exec

Welcome to our information pack for people interested in exploring Trusteeship with the Boaz Trust, and particularly the role of Safeguarding Lead Trustee.

At Boaz, we believe that people seeking safety deserve hospitality, not hostility. That is why we provide safe accommodation and holistic support, and why we work to challenge and change the unjust systems that lead to destitution.

We offer shared housing for people who have become homeless after seeking asylum, including both refugees and individuals whose asylum claims have been refused. Alongside this, we provide specialist, person-centred support to help those who have fled persecution, war, and human rights abuses rebuild their lives and flourish in the UK.

The Boaz Trust was founded by Dave Smith in 2004 as a practical outworking of his Christian faith. Today, our work remains deeply rooted in that same Christ-centred ethos, which shapes how we support people, how we speak out, and how we work together. Creating a culture of safety, respect, and dignity for everyone involved, including clients, volunteers, and staff, is central to that ethos.

As a Trustee, you will play a vital role in guiding and strengthening the work of Boaz. Our board provides strategic oversight, supports the leadership team, and ensures that we stay true to our mission and values. For the Safeguarding Lead Trustee, this means taking a particular interest in safeguarding policies, systems, and culture at a strategic level, without being involved in day-to-day operational work.

Whether you bring lived experience, professional expertise, or a passion for justice, or all three, we hope you will find this information helpful as you consider this opportunity.

Phil Rawlings  
Chair of Trustees

Ros Holland  
Chief Exec



## Background to the Boaz Trust

Boaz Trust provides stable housing and person-centred support for people experiencing homelessness because of insecure, uncertain or recently changed immigration status (including people with refugee status, people refused asylum and people with no recourse to public funds).

Last year, we supported 625 people from more than 50 countries. We offered safe accommodation alongside holistic, trauma informed support, ensuring people are able to meet their basic needs, navigate systems and access medical care and legal advice.

## Our organisational values

We have 6 organisational values, which are at the heart of what we do and how we do it:

- **Christ-centred:** rooted in the teachings of Jesus Christ, we seek to serve those who are marginalised in our communities
- **Committed to excellence:** we strive for professional excellence with integrity in all our working practices
- **Empowering others:** we want to see the people we work with, including clients, volunteers, staff and supporters, equipped and released to discover meaning and purpose in their lives
- **Restless for justice:** we shine a light on injustice, especially where people seeking sanctuary are treated unfairly and we will fight to see change happen
- **Servant-hearted:** we adopt an attitude of service within the organisation and beyond, putting the needs of others before our own
- **Generous:** we extend a welcome to all we meet, sharing hospitality, kindness and love, and treating everyone with dignity, regardless of their background



## Our mission

Our mission is:

- to provide accommodation and support for people seeking sanctuary in Greater Manchester and the surrounding areas.
- to use what we learn through our work to challenge and change the unjust systems that cause destitution, both locally and nationally.

Our work is funded through grants from trusts and foundations, rental income from refugee housing, and donations from generous individuals and organisations.

You can read more about our work on our website: [www.boaztrust.org.uk](http://www.boaztrust.org.uk), and by reading our page on the Charity Commission website (search for "Boaz Trust"). This includes links to our current and previous annual reports.

## Who are our Trustees?

The Charities Act 1993 defines charity Trustees as those responsible, under the charity's governing document, for the administration and management of the charity. Trustees act collectively, not individually.

Boaz currently has nine Trustees with a range of skills and experiences. They provide strategic oversight, ensuring the organisation remains faithful to its mission, operates responsibly, and upholds high standards of governance and safeguarding.

## Anti-racism and diversity

We know our staff and Trustees are not yet fully representative of the communities we serve and are working to improve diversity and inclusion.

We particularly welcome applications from people with lived experience of the asylum process, from Black, Asian, and other minority ethnic backgrounds, women, and younger people.

By joining the board, Trustees help foster an inclusive, safe, and values-driven culture that strengthens our mission and supports the wellbeing of those we serve.



## The role of the Boaz Board of Trustees

The Boaz Board of Trustees has legal responsibility for, and overall oversight of, the management and administration of the charity. Trustees ensure that the organisation remains faithful to its mission, operates responsibly, and upholds high standards of governance and safeguarding.

The Board plays a vital role in shaping the strategic direction of Boaz, setting policies, and monitoring the charity's performance. Trustees provide guidance and constructive challenge to the leadership team, helping to ensure that decisions are made in the best interests of the people we serve. They also oversee risk management, ensure compliance with legal and regulatory requirements, and support the development of a safe, inclusive, and values-driven organisational culture.

## Duties of a Boaz Trustee

The Charity Commission lists 6 essential roles for all charity Trustees. All Trustees of any organisation have a responsibility to:

1. Ensure the charity is carrying out its purposes for the public benefit
2. Comply with the charity's governing document and the law
3. Act in the charity's best interests
4. Manage the charity's resources responsibly
5. Act with reasonable care and skill
6. Ensure the charity is accountable

Trustees are also expected to make full use of their specific skills, knowledge, or experience to support effective decision-making.

## Time commitment

- Trustees serve a two or three-year term and may stand for re-election.
- Attend four full Board meetings per year, usually in February, May, August / September, and November, in Manchester, 6.30–9 pm. Meetings start with prayer and reflection.
- Willingness to participate in one Board subgroup or task and finish group, which generally meet up to four times per year for approximately two hours, in person or via Zoom.
- Occasional additional meetings or consultations as needed.



# Safeguarding Lead Trustee- Role Description

## Purpose of the role:

The Safeguarding Lead Trustee provides strategic oversight of safeguarding across the Boaz Trust, following Charity Commission best practice on having a designated safeguarding lead at board level. This Trustee acts as a champion of safeguarding for the Board and a critical friend to the experienced and trained staff team, ensuring that the charity maintains high standards of protection, safety, and wellbeing for everyone involved, including people we support, staff, volunteers, and visitors. The role is governance-focused and does not involve operational safeguarding or casework.

## Key responsibilities:

- Act as the Board's lead on safeguarding, championing best practice and compliance.
- Monitor and review safeguarding policies, procedures, and systems to ensure they are effective and embedded.
- Advise the Board on safeguarding risks, trends, and sector developments.
- Provide assurance that safeguarding processes are robust and aligned with Boaz's ethos and values.
- Support a culture of safety, respect, and dignity while maintaining governance boundaries.
- Facilitate communication between Trustees and senior management, including the Head of Operations (safeguarding lead) and Head of Support Services.
- Contribute to Board discussions, strategic planning, and decision-making from a safeguarding perspective.

## Person Specification

We are looking for someone who:

- Shares and supports the Christian ethos and values of Boaz.
- Has professional safeguarding experience (e.g. social care, health, housing, charity sector).
- Understands governance principles and can provide strategic oversight rather than operational involvement.
- Can review policies and provide informed, constructive challenge.
- Communicates clearly and collaborates effectively with Trustees and senior leadership.
- Can commit to attending Board meetings, subgroups, and occasional additional sessions.



## Benefits of being a Boaz Trustee

- Voluntary, unpaid position with reimbursement for travel and reasonable expenses.
- Satisfaction of helping shape a charity that makes a tangible difference.
- Opportunity to influence strategic direction and culture, particularly around safeguarding.
- Develop and strengthen professional skills such as governance, strategic planning, risk management, and financial oversight.
- Gain experience of board-level decision-making and high-level leadership within the charity sector.
- Build networks with like-minded professionals, other trustees, and organisations working in the asylum, housing, and social justice sectors.

## Trustee Expectations

- Commit to the Christian ethos and mission of Boaz.
- Understand and accept legal duties, responsibilities, and liabilities of Trusteeship.
- Think strategically, listen, speak, and engage fully in Board discussions.
- Work effectively as part of a team and make decisions for the good of Boaz and the people we support.
- Represent Boaz as an ambassador in personal and external networks, including churches or other organisations.

## How to apply

This is an open process with no specific deadline. If you feel that you bring the experience, skills, or passion outlined in this pack, we would love to hear from you.

Application requirements:

- A letter of introduction explaining your interest in joining the Boaz Board and the skills or experience you bring.
- A CV.

Please send applications to Ros Holland, Chief Executive, care of Louise Craighan: [louisecraighan@boaztrust.org.uk](mailto:louisecraighan@boaztrust.org.uk).

Next steps may include:

- An informal conversation with Phil Rawlings, Chair of Trustees, and Ros Holland.
- Shortlisting, followed by a panel interview if required.
- Opportunity to attend and observe a Boaz Trustee meeting.



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[www.boaztrust.org.uk](http://www.boaztrust.org.uk)

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