

# Stemettes Futures Youth Board

*Ensuring the voices of young people are heard and lead our mission to inspire and enable more young women into STEM.*

## What is ...

### the Youth Board

The Stemettes Futures Youth Board is made up of 18 young volunteers ages 13-25, who will ensure the voices of young people across the UK and Ireland are heard and lead our mission to enable and inspire more young women and girls into STEM alongside the Stemettes Futures charity board. The board is free for everyone to join and will meet up 4 times a year to share ideas, review feedback and help us to instigate positive change and exciting ideas to our events and programmes.

Members of the Stemettes Youth Board volunteer to support and guide our work at all levels. The Board is comprised of Stemettes Alumni who represent the voice of the 37,500 girls and young women we have reached so far. We rely on their experiences and knowledge to help us improve our services and programmes for other girls and young women with an interest in STEM.

### What do board members have to do?

- Serve on the Board for one-year that will start in September.
- Attend four board meetings during academic holidays whilst on the board, either virtually (via Skype/ Google Hangouts) or in person (we'll bring the food).
- Must be Stemettes Alumni: attended at least one Stemettes event (hackathon, STEM In A Day, inspirational talk) or participated in a Stemettes programme (Student to Stemettes, Outbox Incubator).

### Stemettes

Stemettes is an award-winning social enterprise working across the UK & Ireland and beyond to inspire and support young women into Science, Technology, Engineering and Maths careers (known collectively as STEM). The latest adventure is our upcoming charity, Stemettes Futures.

**Our Mission:** Stemettes Futures aims to encourage and inspire the next generation of girls and young women into Science, Technology, Engineering and Maths (STEM) fields through amazing female STEM role models, panel events, hackathons, exhibitions and mentoring schemes.

**Our Vision:** All girls will be able to make informed decisions about careers in Science, Technology, Engineering and Maths (STEM), so that eventually women can be proportionally represented in the field. So that we can have 30%+ of the UK's STEM workforce being female, as opposed to just 21%.

## Why Join The Stemettes Futures Youth Board?

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### Benefits For Candidates

- Be the founding members of the Youth Board and shape the building blocks of our charity, Stemettes Futures, for us to build on
- Industry experience within a charity youth board and build stronger connections with people in STEM industry
- Insight into the roles and responsibilities of both Stemettes (social enterprise) and Stemettes Futures (charity).
- Priority access to STEM events on behalf of Stemettes and Stemettes Futures
- FREE FOOD

### What Is Expected of Youth Board Members

- Be enthusiastic and passionate about our mission to increase the amount of girls and young women in STEM.
- Have a willingness to devote time and effort to the role.
- A commitment to Stemettes Futures and its objectives, a strategic vision, enthusiastic and motivation to support Stemettes Futures mission.
- An understanding and acceptance of responsibilities and liabilities of role.
- The ability to organise, think creatively and to be proactive and independent in your judgement.

### Vales Of The Youth Board

- Respect: Everyone has a unique perspective and so we respect everyone's opinion and every idea is discussed amongst the board.
- Empower: We want to empower more girls with an interest in STEM and give them the tools and resources they need to succeed.
- Inclusion: We value the inclusion of all, by working with people from all backgrounds, cultures, genders, ages, experience and skill sets to ensure everyone's voice is heard and as many people as possible benefit from the Youth Board.

## How do I Join the Youth Board?

### Applications

The closing date for applications is **1 December 11:59pm**.

All applications are made via the GetFeedback links above. If a candidate wishes to apply for more than one role on the Youth Board, they should apply using one of the links above and select the option to apply for other roles, we will then consider the candidate for all the selected roles. All candidates will need a reference from a working professional from one of the following sections:

- Teacher or Lecturer
- Mentor, Tutor, Coach or equivalent
- Manager or Boss

We will also need written parental consent before any persons can be accepted onto the Youth Board.

A member of TeamStemettes will contact the individual for the reference, it is not necessary for the candidate to collect the reference.

In the case of an individual being nominated, TeamStemettes will contact the nominee and give them the list of roles along with the nominators recommendation.

Unfortunately, we are unable to give feedback to applicants not shortlisted for the interview phase. We do provide feedback upon request to candidates interviewed.

If you have any questions please email [lucy@stemettes.org](mailto:lucy@stemettes.org).

By submitting an application you are giving permission for your personal information to be stored and processed for the purpose of arriving at selection decisions, for it to be used as a basis for a personal record and for sensitive data to be used for the purpose of equal opportunities monitoring.

## Roles

We are looking to elect a maximum of 18 members on our Youth Board. There are 6 different roles within the Youth Board:

- Chairperson
- Vice Chair
- Financial Consultant
- Regional Consultant
- Social Media Consultant
- Fundraiser Consultant

Each role requires a different set of skills and experience. All the information about each of the roles is detailed below. Each member is expected to designate ~10 hours a month to the Youth Board.

If you know someone who should apply for a role, you can [nominate an individual here](#).

### **Chairperson:**

Govern and oversee direction of the youth board and hold members to account for the organisation's mission and vision with a comprehensive authority style. Ensure each board member fulfils their role on the board. The Chairperson will also aid and where appropriate, dispute the strategy and actions of the charity board to ensure the youth board functions as a dynamic unit within the organisation. You will ensure all members and meetings are compliant with the code of conduct. You will report back to the organisation on a regular basis to keep the organisation up to date with the latest developments and achievements from the Youth Board. The Chairperson is also responsible for creating an annual report summarising the developments, progress and activities of the Youth Board.

Qualities:

- Ability to work well with others
- Devoted to the organisation's mission
- Reliable

Key skills/ knowledge for this role:

- Exercise mature judgment
  - Experience in positions of authority essential
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- A good critical thinker

[APPLY FOR THE CHAIRPERSON ROLE HERE](#)

#### **Vice Chair:**

Assumes the duties of the Chairperson during their absence or aid the Chairperson when required. Before meetings, you will prepare the agenda and during meetings, you will take minutes; you will ensure all board members have a copy of these documents in reasonable time. You will update members of any changes to their role and helping the Chairperson focus the aim of the youth board. The Vice Chair will also help in preparing an annual report summarising the developments, progress and activities of the Youth Board throughout the year.

Qualities:

- Reliable
- Keeping things on track

Key skills/ knowledge for this role:

- Organisational skills are key to this role
- Experience in positions of authority preferred but not essential
- Good social skills

[APPLY FOR THE VICE CHAIR ROLE HERE](#)

#### **Financial Consultant:**

Monitoring the budget allocated to the youth board. You will oversee the ongoing process of budget development, approving all expenses the board makes and provide a review of all expenditure to the organisation at the end of the year. Working closely with the Fundraiser Consultant to accurately estimate the cost and budget needed for their suggested fundraising strategies to further guide the charities fundraising decisions.

Qualities:

- Organised
- Detail oriented

Key skills/ knowledge for this role:

- Spreadsheet / database experience
- Good critical thinking skills

[APPLY FOR THE FINANCIAL CONSULTANT ROLE HERE](#)

#### **Regional Consultant:**

You will form strategies to increase the number of girls and young women in STEM in the designated region and looking for common themes across all regions to help guide the charity board's actions. You will help communicate and promote Stemettes Futures mission and campaigns to your region. You will represent the needs of your region. You will notify your region of any upcoming local events.

*Regions: Scotland, North East England, North West England, Yorkshire & The Humber, East Midlands, West Midlands, Wales, Eastern England, London, South East England, South West England, Northern Ireland and Southern Ireland.*

Qualities:

- Critical thinker
- Good listener
- Devoted to serving the community

Key skills/ knowledge for this role:

- Good communication skills – notify region of any upcoming local events
- Good public relations and community outreach
- Awareness of the needs of the region

[APPLY FOR THE REGIONAL CONSULTANT ROLE HERE](#)

#### **Social Media Consultant:**

Develop our social media to reach more young people with our message and increase our social media engagement across all platforms. Showcase the work of Stemettes and Stemettes Futures through social media. You will develop social media strategies and campaigns to expand the inclusivity of our programmes to target specific age groups.

Qualities:

- Forward and creative thinker
- Keeps up with the latest social media trends
- Effective communicator

Key skills/ knowledge for this role:

- Sound knowledge of social media and digital tools
- Experience with social media strategies essential
- Ability to think outside of the box

[APPLY FOR THE SOCIAL MEDIA CONSULTANT ROLE HERE](#)

#### **Fundraiser Consultant:**

Guide and help to deliver a range fundraising strategies. Contribute to the strategic direction of the charity, setting over all goals and targets and evaluating performance of the charity against targets. You will aid in fundraising activities with a focus on increasing the awareness of girls and young women in STEM.

Qualities:

- A good communicator and team player
- Devoted to the mission of the organisation
- Proactive thinker

Key skills/ knowledge for this role:

- Previous experience of fundraising preferred but not essential
- Good communication skills

[APPLY FOR THE FUNDRAISER CONSULTANT ROLE HERE](#)