

Havelock Community Centre - Trustees Wanted!

Havelock Community Centre is located in the heart of Southsea and is a registered charity (No. 299580). We have a large hall, a small and a large meeting room, a Garden Room, well-equipped kitchen, toilets and a beautiful, enclosed garden. The building is owned by Portsmouth City Council and occupied by Havelock Community Centre at nil rent. The Centre is well-used by the local community and a wide range of local groups, ranging from our “Grannies and Toddlers” group to Chat over Chai. Commercial groups also use our facilities, as do local societies and we are a popular venue for children’s parties. We have 4 part-time office staff and a cleaner.

Trustees come from all walks of life. You do not need to be a graduate or have a job. You do not need to be a financial expert or have management experience. The main duties of all Trustees are the same regardless of the size of the charity and can be found at the Charity Commission website: [The essential trustee: what you need to know, what you need to do - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/the-essential-trustee-what-you-need-to-know-what-you-need-to-do)

We are looking for Trustees with a desire to help and support the local community through the provision of a safe and welcoming Community Centre and the ability to work as part of a team so that the Centre can reach its full potential. The minimum time-commitment is to attend the Trustee Management Committee meetings 6 times a year on a Wednesday evening. However, we would ideally seek Trustees who can additionally contribute in a hands-on capacity whilst respecting boundaries between the governance role of the Trustees and operational or day to day matters. For example, planning and helping out at events, participating in any subcommittees for which you may have specific experience or taking on a specific role, such as Business Development Planning, Property Maintenance etc.. The role is unpaid.

For further information, including arranging a visit to the Centre please contact our Trustee/Secretary, (Mrs) Terry Hall at **<secretary@havelockcc.co.uk>**