



Housing Lead Trustee

Recruitment Pack

January 2026

boaztrust

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 Housing Lead Trustee.

At Boaz, we believe that people seeking safety deserve hospitality, not hostility. That is why we provide safe, stable 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 Housing Lead Trustee, this means taking a particular interest in housing strategy, property management, and accommodation growth at a governance level, without being involved in day-to-day operational work. Whether you bring professional expertise, lived experience, 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

Please note: the closing date for this role is 5pm on Tuesday 31st March.

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).

During 2025 we supported 750 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, and by reading our page on the Charity Commission website (search for "The 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.

Housing Lead Trustee- Role Description

Purpose of the role

The Housing Lead Trustee provides board-level leadership and oversight on housing, helping the Boaz Trust sustain and develop its accommodation provision. Following Charity Commission best practice, the role ensures the Board has clear oversight of housing, property, and related risks, while remaining focused on governance rather than day-to-day management.

As the named Housing Lead Trustee, this person acts as a champion for housing within the Board and serves as a constructive, supportive Board-level point of contact for the Head of Accommodation. The role does not involve operational housing management.

Key responsibilities

The Housing Lead Trustee will:

- Lead and champion housing matters for the Board, supporting strong governance and strategic oversight.
- Chair the Housing Sub-Group, liaising closely with the Head of Accommodation, and report key discussions to the full Board.
- Provide insight and challenge on housing risks, opportunities, and development plans.
- Support oversight of compliance, health and safety, property standards, and asset management.
- Contribute to discussions on new housing models, partnerships, or approaches.
- Bring a housing perspective to wider Board discussions and decision-making.
- Maintain clear boundaries between governance and operations.

Person Specification

We are looking for someone who:

- Shares and supports the Christian ethos and values of the Boaz Trust.
- Brings relevant strategic experience in housing, property, or accommodation, which could include social or supported housing, housing associations, local authority housing, estates or property management, charity housing, or related development and growth work.
- Understands the Trustee role and is confident providing oversight and challenge rather than operational input.
- Can assess risk, review information, and contribute to sound decisions.
- Communicates clearly and works collaboratively with Trustees and senior staff.
- Is motivated by the impact of safe, stable accommodation on ending destitution.
- Lived experience of housing insecurity or the asylum system is welcomed but not essential.



Benefits of being a Boaz Trustee

- Satisfaction of helping shape a charity that makes a tangible difference.
- Opportunity to influence strategic direction and culture, particularly around housing.
- 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.
- Voluntary, unpaid position with reimbursement for travel and reasonable expenses.

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

If you bring the experience and skills outlined in the pack and you share our ethos and values, we would love to hear from you.

Application process

Please send:

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

to Ros Holland, Chief Executive, care of Louise Craighan: louisecraighan@boaztrust.org.uk

Next steps (depending on the number of applicants) 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.

The closing deadline is 5pm on Tuesday 31st March 2026.



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