

BECBC Shadow Board Vacancies – Summer 2024



BECBC SHADOW BOARD

Rhianna Smith
Shadow Board Chair

James Harrison
Shadow Board Deputy Chair

Jess Blacklock
Shadow Board Member

Raife Cooper
Shadow Board Member & Comms Lead

Abi Symons
Shadow Board Member

Jake Icton
Independent Shadow Board Member

Anthony Moffitt
Shadow Board Member

Issy Shannon
Shadow Board Member

Georgia Routledge-Moore
Shadow Board Member

The BECBC Shadow Board is a group of volunteer young professionals, set up in 2018 to ensure young people within BECBC's membership have a voice in key decisions, diversify thinking and provide challenge.

Our mission is to Empower the Next Generation.

 **BECBC**
Britain's Energy Coast Business Cluster

The Britain's Energy Coast Business Cluster (BECBC) Shadow Board is a group of young professionals, brought together to ensure young people within the Cluster's membership have a voice in key decisions but also to support, promote and drive wider development and growth opportunities for young professionals in Cumbria. We align our work to our mission of empowering the next generation, ensuring that activities are focused in the areas of greatest need while aligning to the wider BECBC principles.

Following the resignation of some long-term members, we are excited to be recruiting for new members. The following document contains everything you need to know about the process, and applications can be submitted via the BECBC website.

Applications will open on Monday 24th June, and close on Monday 5th August at 10:00 am.

Interviews will be held during the week commencing Monday 12th August.

If you would like to arrange an informal chat to find out more, please contact:

Rhianna Smith, Shadow Board Chair:

Rhianna.smith@cforlp.org.uk

Website: www.becbusinesscluster.co.uk

LinkedIn: <https://www.linkedin.com/showcase/becbc-shadow-board>

FAQs

What is the commitment?

The time commitment will vary each month depending on activities. As these positions are voluntary, there are no mandatory requirements, however as a minimum, it is expected that members will attend the monthly Shadow Board meeting. The Shadow Board meets on the first Tuesday of every month via Microsoft Teams, usually 5-7pm.

In between meetings there may be additional duties, but it is down to the individual to manage their time. Any time you can give is gratefully appreciated.

There is no minimum or maximum term as we understand that circumstances change.

What qualifications do I need?

There are no specific qualifications needed for this position. The only requirements are that you work for a BECBC member company, and are aged 18-30.

What permission do I need to seek?

As some of the activities may fall during work hours, and BECBC is a membership organisation, you will join the Shadow Board as a representative of the company you work for. Therefore, you should ensure you seek approval from your organisation and line manager before applying.

What will my responsibilities be?

The Shadow Board is responsible for ensuring young professionals within the cluster's membership have a voice in key decisions, but also supporting, promoting and driving wider development opportunities for young professionals in Cumbria.

Individual responsibilities will vary depending on each member's strengths. Duties and responsibilities include, but are not limited to, attending the Shadow Board monthly meeting, supporting the main Board and CEO with strategy, organising speakers for events and meetings, creating marketing content, member engagement, and representing BECBC at events or meetings.

What are the benefits to me?

This is a fantastic opportunity for your own personal development. Benefits include developing new skills and confidence, meeting new people and building your networks, staying up to date on what's happening in your local area, having the opportunity to have your voice heard and being involved in decision making.

See what former Chair, Jason Savage, says being part of the Shadow Board is like [here](#).

Application Questions

PLEASE NOTE: These are listed below so you can prepare before submitting your answers. Applications **MUST** be submitted via the electronic form on the BECBC website.

Name:

Date of birth:

Employer:

Email address:

Job role:

Phone number:

Please tell us why you'd like to join the Shadow Board, and what experiences you'd hope to gain? (max 250 words)

Please tell us about your skills and experience, and how they could benefit the Shadow Board and BECBC?

How do you think the Shadow Board could improve? How would you deliver this improvement? (max 250 words)

What sort of time commitment could you offer? We recognise that volunteers can be limited with their time but to ensure the Shadow Board is effective and delivers member value we want to make sure we take on members who can actively support our activities.

You are encouraged to send a CV attached with this form along with any supporting documents or evidence which may help your application. This is not necessary but would give the panel a better idea of work you have been involved in previously.

If you'd like to arrange an informal chat with one of the current members about the role, please email rhiana.smith@cforlp.org.uk

BECBC Shadow Board Terms of Reference

<p>The general purpose of the BECBC Shadow Board is to:</p> <ul style="list-style-type: none"> • Ensure young professionals within the Cluster’s membership have a voice in key decisions • Empower the next generation of young professionals • Support, promote and drive wider development and growth opportunities • Support the operational delivery of BECBC as an organisation 	
<p>Member Responsibilities:</p> <ul style="list-style-type: none"> • Attend and participate in meetings regularly. Apologies should be provided if unable to attend. • Between meetings, cascade information from the Shadow Board to the CEO, Board of Directors, Cluster Members and other key stakeholders. • Create engaging content to align with the Shadow Board’s communications plan to support the development of transferable skills within young professionals and support the Cluster’s membership. • Represent BECBC whenever necessary and appropriate. • Promote the aims of BECBC and its Shadow Board to encourage participation from young people and increase visibility. 	
<p>Chair:</p>	<p>The Chair provides overall management of the Shadow Board and its Members, including meeting admin. The Chair will be the main link between the Shadow Board and the main Board of Directors and CEO. The SB Chair will be offered a Director position with voting rights when they take up the post, with the expectation to resign as a Director when they resign as SB Chair. The Chair is elected by Shadow Board Members.</p>
<p>Deputy Chair:</p>	<p>The role of Deputy Chair is to stand in for the Chair when necessary. This will also include attending the main Board meetings and leading the SB monthly meetings when the Chair is unavailable. Members can nominate themselves for the position, with the decision lying with the Chair.</p>
<p>Membership:</p>	<p>The Shadow Board will be made up of a minimum of 8 and a maximum 12 young people aged 18-30. These must be representatives from BECBC Member companies, with</p>

	one position allocated to an Independent member with the agreement of the other members.
Term of Membership:	<p>There is no designated term for members, who will remain in post until they decide to step down, or when they turn 31. The Chair must remain in tenure for a minimum of two years.</p> <p>If a member is deemed not sufficiently contributing, they can be removed from post by vote of 80% of remaining members agree.</p> <p>Resignations can be made at any point, but must give at least one month's notice to the Chair.</p>
Meetings:	Virtual monthly meetings, on the first Tuesday of every month. Additional meetings, or face-to-face meetings, may be arranged at the discretion of the Chair. Any changes to meetings will be communicated no later than one week prior to meeting date.