

# Missing People – Lost but Loved

## Founding Trustee Information Pack

### About the Opportunity

'Missing People – Lost but Loved'; is a growing community initiative founded by Ben Thornbury, aged 21, with the aim of raising awareness of missing people and supporting families and communities affected by missing person cases.

The project was established in 2023 and has grown into an active community with thousands of supporters. We are now entering an exciting new stage and are looking to recruit **founding trustees** who can help shape the organisation's future.

The intention is to establish a formal organisational structure, with the longer-term aim of becoming a registered charity or suitable community-focused organisation.

### The Trustee Role

As a founding trustee, you will have the opportunity to help build the organisation from the ground up.

You will contribute to decisions about our future direction, governance, fundraising, safeguarding, partnerships and development. Your input will help establish the foundations needed for the organisation to grow responsibly and increase its impact.

This is not simply a position on an established board. Founding trustees will have a genuine opportunity to influence how the organisation develops and what it can achieve in the future.

### Key Areas of Responsibility

Trustees may contribute to:

- Developing the organisation's strategy and long-term objectives
- Establishing appropriate governance and policies
- Supporting the process of formal registration
- Helping develop fundraising and grant opportunities
- Strengthening safeguarding arrangements
- Supporting partnerships with relevant organisations
- Providing advice and constructive challenge to the organisation's leadership
- Helping ensure the organisation remains focused on its mission and the people it aims to support

Trustees are not expected to undertake all of these responsibilities individually. The board will work together according to each trustee's experience and interests.

## Skills and Experience

We welcome applications from people with a wide range of backgrounds.

We are particularly interested in individuals with experience in:

- Finance, accounting or budgeting
- Charity governance or legal matters
- Safeguarding
- Fundraising and grant applications
- Communications, PR, digital media or campaigning
- Policing or missing person services
- Social care or community organisations
- Strategy and organisational development

Previous trustee experience is **not essential**.

Lived experience of being affected by a missing person case would be highly valued, although this is not a requirement.

Most importantly, we are looking for people who are committed to the organisation's mission and want to use their experience to make a meaningful difference.

## Time Commitment

The expected commitment is approximately **1–3 hours per week**.

This will include board meetings and occasional work or discussions between meetings. The time commitment may temporarily increase during important periods such as formal registration, fundraising campaigns or major projects.

Any significant additional commitment will be discussed with trustees in advance wherever possible.

## Location

Trustees can be based **anywhere in the UK**.

Meetings will primarily take place remotely, making the role accessible to trustees across the country. Occasional in-person meetings, events or activities may take place as the organisation develops, but these will be discussed and agreed in advance.

## Why Become a Founding Trustee?

Joining at this stage means you can help shape an organisation from its earliest formal development.

You will have the opportunity to help establish its governance, influence its strategy and contribute your expertise to a cause that affects thousands of families across the UK.

Your involvement could help Missing People – Lost but Loved develop the capacity to reach more people, raise greater awareness of missing person cases and build meaningful partnerships with organisations working in this area.

For someone who wants to make a practical contribution to a growing community initiative, this is an opportunity to have a lasting influence from the beginning.

## **Recruitment Process**

Trustees will apply through **Reach Volunteering**.

Applicants are encouraged to explain why they are interested in becoming a founding trustee and outline any relevant experience, skills or knowledge they could bring.

Applications will be reviewed as they are received. Suitable applicants will be contacted to arrange an **informal online interview**.

Shortlisted candidates may then be invited to a further discussion before any formal appointment is made.

We aim to respond to applicants within approximately **two weeks** of receiving their application.

The process will be friendly, open and focused on finding people who genuinely share our commitment to supporting people affected by missing person cases.

## **A Message From the Founder**

“I founded Missing People – Lost but Loved because I wanted to make a positive difference to people affected by missing person cases. As the project continues to grow, I believe having the right people around the table is essential to building something sustainable and impactful.

I am looking for trustees who are willing to bring their knowledge, experience and ideas and help shape what this organisation can become. This is an opportunity to join us at the beginning of an exciting new chapter.”

### **Ben Thornbury**

Founder, Missing People – Lost but Loved