

Aged 14-24 and living in Chester or Ellesmere Port?

Would you like to help make decisions about funding in your local area?

Please read this document carefully before submitting your application.

1. What is the Westminster Foundation Youth Voice Panel?

The Westminster Foundation Youth Voice Panel is an opportunity for **14–24-year-olds in Chester and Ellesmere Port** to share your views based on your own experience, other young people around you and your knowledge of these two local areas. You will learn about funding and test ways of having your opinions in decisions about where money goes, in collaboration with the organisations involved in this programme. Through this testing, also known as a pilot, your say on the issues you care about in your community will be very important.

The programme is a partnership between the Westminster Foundation, Cheshire Community Foundation, and Leaders Unlocked. The [Westminster Foundation](#) provides long-term help to vulnerable young people aged 0-25 by working closely with organisations supporting families, schools and local communities. [Cheshire Community Foundation](#) uses local donations to fund projects which help build a Cheshire and Warrington where everyone can thrive. [Leaders Unlocked](#) is a social enterprise supporting young people to influence the decisions that affect them in society.

Over 8 months, as a Youth Voice Panel, you will **work together to make decisions about a £30,000 grant fund** for local projects in Chester and Ellesmere Port. You will have the opportunity to:

- Have fun, connecting with other young people
- Learn and discuss what young people in Chester and Ellesmere Port need
- Take part in sessions to help you develop the skills you want e.g. speaking, listening, working as a team and so much more!
- Co-design, meaning working with the charities involved in this programme to test a new way of funding for the Westminster Foundation
- Be the decision makers together on a £30,000 pot of money and bring ideas and changes that will benefit young people in communities across Chester and Ellesmere Port.

- Help to give your opinion and learning from the pilot about how to share power with young people in this way to help the building of future work (what works and what doesn't)

2. Who can join the Youth Voice Panel?

Up to 15 Young people aged **14-24 years** who are **currently living in Chester or Ellesmere Port**.

We welcome different ages, identities, backgrounds and experiences.

We are particularly interested in hearing from you are a team player, care about making a difference in your community, and are willing to get involved with all the activities and events that are part of the Youth Panel. You don't need to have experience, just passion and a want to work with other people to make a positive difference.

3. If I join, what will I have to do?

Between August 2025 and March 2026, members of the Youth Voice Panel will:

- **Take part in monthly Panel meetings:** We will hold monthly Panel meetings, in-person in Chester or Ellesmere Port. These sessions will bring you together as a team to discuss, develop ideas, and build key skills for the fund and your future interests. Each session will be around 4 hours in length, and will usually be on a Saturday unless it's a holiday period. There'll be food and travel provided.
- **Take part in skills training:** You'll be given training to build key skills such as funding, communication, public-speaking and much more! We will work with you to set and achieve your personal goals throughout the project.
- **Make funding decisions together:** You'll be involved in making decisions about every aspect of the £30 000 fund, including creating the criteria (information that charities applying will need to meet to get funded), assessing applications, reflecting on your decision-making process and learning with the charities involved.
- **Act as spokesperson and share insights:** You'll attend meetings, act as a spokesperson, and share your opinions and experience on the fund with Westminster Foundation trustees, staff, and partners. You will get support to do this. As a Panel, you'll also have the opportunity to develop a final presentation of your choice together, to share your achievements, learning, and your recommendations for the future from your experience on this programme.

4. Will my expenses be covered?

Yes. As a Youth Voice Panel member, you will be **reimbursed in vouchers for your time at a rate of £13 per hour** in line with the [Living Wage](#). This will be done using One4All vouchers, based on the hours you have completed on the project. Vouchers will be distributed every two months.

Travel expenses and refreshments will be provided for attendance at Panel meetings and activities. If you are taking the train, we will **pre-book your train travel** in advance of each meeting. **Other travel expenses can be reimbursed in cash** on the day of the event, as long as you bring your receipts with you. We will provide all the food and refreshments for events, and will do our best to accommodate any dietary requirements you might have.

5. How do I apply?

All applicants should complete the [application form](#) to provide your key information (eg. Address, date of birth, contact details)

As a part of this form, you will be asked to choose **how you want to apply**. There are 3 options and you can choose what suits you best:

- **In writing:** To apply in writing, you can complete written answers using the application form mentioned above
- **Video:** To apply with a video, you can create a short video (no more than 3 mins) to tell us who you are, why you want to join the Board and what you hope to bring to it. Please email your video file with your name in the title to Gabrielle@leaders-unlocked.org (you can use We Transfer if the file is too big to email)
- **Phone:** To apply by phone, you can select this option in the online form and we will contact you to arrange a time to gather your answers by phone.

The application deadline is **Sunday 27th July 2025**. Please fill in the application form and email any additional file to Gabrielle@leaders-unlocked.org by this date. If you have any question or would like any support, you can get in touch with Gabrielle.

7. What happens next?

Once we receive your application, we will carry out telephone interviews with successful applicants. Selected applicants will be informed by 1st August whether they have been selected for an interview. The final selection of the Panel will be decided by mid-August.

Remember: please email your completed application form and any supporting files to gabrielle@leaders-unlocked.org and also email if you need help.

GOOD LUCK WITH YOUR APPLICATION!