

Trustee Recruitment Pack



Sufra
FIGHT POVERTY
LOVE COMMUNITY

Registered Charity Number 1151911.

About Us



Photo credit: Digital Island

Sufra is a charity in North West London that prevents hunger, fights poverty and builds community. With the help of our volunteers and partners, we coordinate a network of food banks, kitchens, a community shop and café. These act as a gateway for guests to access more holistic support – including welfare advice, asylum support and our award-winning community garden. We aim to work with our guests to find solutions to their challenges together, whilst campaigning against the causes of hunger and poverty.

Our Accreditations:

Sufra holds multiple Quality Standard accreditations, including Trusted Charity at Level 2, the Advice Quality Standard (AQS) and the Green Care Quality Mark. We are also registered with the Immigration Advice Authority (IAA).



Photo credit: Digital Island

Our Vision

A community united to address the causes and consequences of poverty.

Our Mission

Sufra NW London provides food aid, welfare advice and training to people in crisis, whilst working with the wider community to campaign for an end to poverty.





About the Role

We are recruiting a Trustee to work closely with the Chair, other Board Members and staff to help the charity meet its vision and strategic objectives. This is an immensely rewarding role, working in a dynamic charity built on an ethos of sharing, hospitality, and inclusivity.

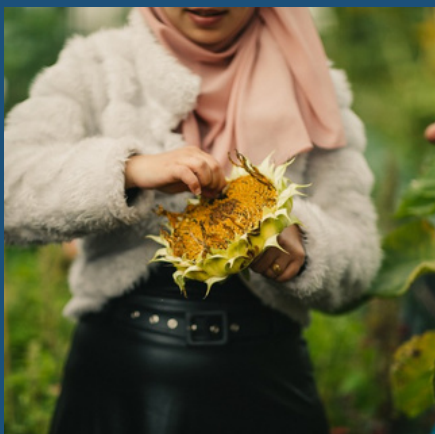
Through your involvement, you will be able to convey the charity's passion and commitment to supporting vulnerable people and demonstrate the impact of our interventions in transforming the lives of beneficiaries.

Candidates should have a clear understanding of the responsibilities involved in being a charitable Trustee and previous experience working at a strategic governance level. Previous Board experience is not mandatory but would be an advantage.

Sufra NW London Trustees bring a wide range of experience to the organisation and foster an atmosphere of constructive challenge and support.

We're open to applications from anyone with relevant senior level experience, but are particularly interested in hearing from those with demonstrable expertise in the following areas:

- Medium/large charity operations & company law and regulatory compliance
- Safeguarding
- Provision of welfare advice & care services
- Housing provision



What we do



Food Aid and
Essentials Support



Training, volunteering
and Courses



Community
Kitchens



Migrant Support



Advice Services



Food Growing

Our Values and Principles

**1. We take a holistic approach,
based on human rights**

**2. We are embedded in the local
community**

**3. We respect the dignity of our guests
and the needs of the planet.**

Our Impact

Some of our achievements in 2024-25...

19,982 total food bank recipients (including those attending several times over the year) reached

877 coats distributed at our winter warmer coat drive

25,514 three course community meals served

1,144 people benefitted from our Advice Services, OpenARMS Programme and Signposting Service

596kg of produce harvested in St. Raphael's Edible Garden

16,000 hours volunteered





Our 2030 Strategy

Our 2030 strategy outlines a vision and general framework for long-term organisational development with key milestones. The Board has agreed to review and update this strategy at its midpoint to ensure continued relevance.

Our strategic Priorities for 2030 are:

1. Improving access to healthy food and other essentials
2. Building social and financial resilience
3. Growing food with the community
4. Engaging and empowering the community
5. Changing the systems and policies that drive poverty
6. People and Culture
7. Infrastructure, Systems and Processes
8. Finance and Fundraising

What will our work look like in 2030?

Sufra will be a larger and better-resourced charity delivering a wide array of interconnected activities designed to benefit some of the most vulnerable individuals in London. We will collaborate with an increased number of partners and we will be recognised for our holistic and innovative approach as well as the community engagement opportunities we offer. We will have more influence over policy decisions at local and regional levels and, through our advocacy partners, at the national level.

Ensuring people can access nutritious food, often in a social setting, will continue to be at the core of our work, and we will maintain our inclusive and hospitable approach. However, we will not identify as a food bank. In addition to improving access to nutritious food for our guests, our focus will be on empowering and training residents to better manage their finances and support others they know; building a sense of community through volunteering, food growing, and social programs; and working with stakeholders to campaign for changes to policies that cause and perpetuate poverty.

Our aim will not be to see an increasing number of people, but to provide more in-depth, programmatic support that is measurably more effective at reducing financial crises and improving wellbeing.

Our Strategic Priorities Continued

What will our work look like in 2030?

We will manage several community hubs where these activities take place, and their locations will not necessarily be limited to the London Borough of Brent. Each hub will focus on its local community and employ a grassroots approach that engages guests and volunteers in the design and delivery of programmes and activities.

These hubs will operate in partnership with local authorities, faith groups, businesses, or voluntary sector organisations. Each hub is likely to offer a community kitchen, café, shop, and/or emergency food aid service. Alongside food services, each hub will provide support and training from our Advice Team, access to volunteering, engagement activities, and opportunities to participate in advocacy and campaigning initiatives. Social activities will also be available, alongside talks, film screenings, and other events designed to engage local people on relevant issues, such as the plight of refugees and asylum seekers.

We will collaborate with local residents and partner organisations across multiple sites to grow and harvest fresh fruits and vegetables, which will be made available to those in need through markets or other means. We recognise that the benefits of community food growing extend beyond the harvested food; they include building a sense of community, creating a social-therapeutic space for local residents, and providing accredited horticultural and ecological learning and training opportunities.

Our guests and volunteers will be our most important resource. We will enhance the quality of our volunteer experience and provide community members with a platform to effect change within the organisation. There will be ample opportunities for local people and guests to volunteer across our hubs, and we will empower them to support others in their community and help us advocate for policy change. The voices and lived experiences of guests and volunteers, along with the data we gather, will inform a wide range of materials that will be used to influence public debate and policy decisions on areas that most impact those we support—from written reports and videos, to podcasts and TV/radio content.





Our Board of Trustees



Ashraf Mohammed (Chair)

Ashraf became a Trustee in March 2024. He came to the UK when he was 5yrs old and grew up in Cardiff. Ashraf had a career as a commercial solicitor in central London for 20 years and in 2004 moved to the Philippines to work for a leading multilateral development institution whose aim is to reduce poverty in Asia. Ashraf has worked on many poverty reduction projects across Asia.



Helena Krawitz (Deputy Chair)

Helena joined as a Trustee in 2019, and was appointed Deputy Chair in April 2020.

She is a specialist in strategic communications and marketing, having worked in the financial and professional services over the last 20 years.



Asad Bhojani (Treasurer)

Asad joined the Sufra Board as Trustee and Treasurer in 2025. He is a qualified Actuary with over 25 years of experience in finance and risk management, at some of the largest FTSE 100 companies. Asad is focused on strengthening Sufra's financial resilience and long-term sustainability.



Lucy Bannister

Lucy joined as a Trustee in 2021. Lucy works in public affairs and campaigns on national policy. She is currently at Southwark Council, having previously worked for the Joseph Rowntree Foundation and the Living Wage Foundation. She hopes to use her policy knowledge and influencing skills to help Sufra address the causes of poverty.

Our Board of Trustees



Zemira Braganza

Zemira joined as a Trustee in March 2024. She is a HR professional with 25 years plus experience. Zemira is currently the Head of Reward and People Services at Govia Thameslink Railway, having previously worked for Transport for London and the NHS. Zemira has been a resident of Brent and Harrow for 48 years and hopes to bring her experience of Human Resources to help drive and influence Sufra's long term strategy which aims to address the root causes of poverty.



Sanya Syed

Sanya is a seasoned marketing leader with over 15 years of experience in both the corporate and charity sectors, specializing in global strategy, growth marketing, and fundraising. Currently Global Head of Marketing at an international NGO, Sanya previously worked as a Marketing Consultant at Adobe. She was drawn to Sufra NW London for its holistic approach to not just alleviating food poverty, but empowering vulnerable communities, and is eager to contribute her expertise to its mission.



Rozia Hussain

Rozia joined Sufra in 2024. She specialises in research, evaluation and impact measurement, and she has worked in a variety of sectors namely higher education, local government, the arts, culture and heritage sector, and the third sector including charities and community organisations. Rozia is passionate about equity, diversity and inclusion, and hopes to use her skills and expertise to work with underserved communities in Brent.



What Trustees do at Sufra

- **Attend scheduled Board Meetings**, review all Board Papers including Quarterly Management Accounts, and scrutinise and approve the charity's Annual Budget and Audited Accounts.
- Trustees must ensure that there are effective mechanisms in place to monitor the performance of the Director and Senior Leadership Team and evaluate the charity's impact.
- Work with other Trustees to **ensure the charity is governed** to the highest standards and adheres to all legal and regulatory requirements in line with the Charity Commission's guidelines. As guardians of the charity's assets, Trustees are responsible for their security, deployment and proper application.
- Support Trustees and the Senior Leadership Team to agree and periodically **review the charity's strategic direction** and Business Plans, ensuring they support the charity's vision and mission, and monitor progress towards agreed strategic objectives.
- **Participate in individual and collective Trustee development and training** to keep abreast of the Charity Commission's guidance on Charity Governance. Trustees participate in annual appraisals with the Board Chair.
- Support the Senior Leadership Team to **mitigate and minimise risk**, keep the Risk Register current and relevant, and review and improve the charity's policy framework and quality standards.
- Work collaboratively to ensure that Board-related decisions and policy reviews are made by the Trustees acting collectively, and participate in Subcommittees as appropriate. Abide by the charity's Code of Conduct and **ensure the fundamental values and guiding principles of the charity are articulated and reflected** throughout the charity.
- **Act as an ambassador** for the charity and champion it's cause. **Support fundraising initiatives** by leveraging networks and providing strategic advice. This may involve attending occasional external events, ceremonies and meetings.
- Support the Senior Leadership team and staff in areas where the Trustee has **specialist knowledge or expertise**.



Who we're looking for

All trustees must have the following:

- **Experience in the voluntary sector** or transferrable skills from the public or private sector.
- An **understanding of charity governance** and the legal duties, responsibilities and liabilities of a Trustee.
- A **willingness to devote the necessary time** and effort to their duties as a Trustee (attending 6 meetings per year and committee meetings as required – approx 8 hours per month).
- A **commitment to the organisation** and its values and objectives.
- The ability to **work effectively as a member of a team** and a willingness to challenge respectfully.
- **Strategic vision** and an ability to think creatively.
- **Excellent communication** and leadership skills.
- Sound, independent **judgment**.
- Integrity and **pragmatism**.
- Competent **IT skills**.
- For this post in particular, experience running welfare advice services is strongly desired.



Photo credit: Digital Island

Why you should apply

Make a real difference: Becoming a trustee for Sufra NW London presents a unique and rewarding opportunity to contribute meaningfully to a dynamic organization dedicated to combating food poverty and improving lives for people in Brent. Sufra NW London operates at the intersection of community support, food aid, and education, offering a comprehensive approach to addressing the root causes of poverty.

Strategic experience: being a trustee at Sufra is a fantastic way of acquiring strategic experience. You will have the opportunity to hone your critical thinking, problem-solving and analytical skills as well as developing strategic sensibilities and team working skills.

Enhance your CV and professional development: getting involved as a trustee will provide professional development from learning how organisations are run, to planning finances, and strategic leadership. This experience can be the perfect boost to your CV and set you apart.

Expand your networks: by applying to become a trustee, you have the chance to be part of a compassionate and dedicated team, leveraging your leadership to create positive change and contribute to building a more equitable and resilient society.



How to apply

Diversity and Equality

We're committed to inclusivity and representing the diversity of the communities we serve. We therefore welcome applications from all backgrounds and all sections of the community. Applicants will be treated fairly throughout the recruitment process and we will ensure there is no unfair discrimination on the basis of race, ethnic origin, disability, gender, religion or belief, age, sexual orientation or any other relevant characteristic.

How to apply

- If you're interested in applying, please email a CV and cover letter to susanarndt@sufra-nwlondon.org.uk
- We will be reviewing applications as they come in and will interview people on a rolling basis. We're happy to set up an informal discussion about the role too so you can find out more!
- The deadline for applications is the 5th of January 2026 at 9am.



Photo credit: Digital Island

Join us!

“

Poverty in Brent and across London is relentless, but so is our community's determination to fight back.

Every week, we meet people facing impossible choices—parents skipping meals so their children can thrive, neighbours supporting each other through crisis, and volunteers giving their time to make sure no one is left behind. Together, we're not just responding to crisis – we're building a future where everyone has the chance to flourish. ”

”

- Rajesh Makwana BEM,
Executive Director

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