



## **BOARD OF DIRECTORS (Trustees) – Recruitment Pack**

### **Welcome from Maureen McGinn, Convener of Children in Scotland's Board**

Dear applicant

Thank you very much for your interest in Children in Scotland. I hope that this short pack of information will explain what we are looking for and will fuel your enthusiasm for the charity.

We currently have a board of directors who are passionate about improving the lives of children and young people across Scotland. If this is also one of your passions, then this may be the opportunity for you.

Several of our board members are moving on, and we are looking to appoint five new directors. We are actively trying to change the age profile of our board, so of these five, we are looking for two younger directors. We have developed a supportive board environment so, if this is your first time putting yourself forward as a charity trustee, this could be the right place for you. All new directors will be given the induction and ongoing support necessary to be able to fully contribute to the board and its decision-making.

We would be particularly pleased to hear from people who have skills in the areas of Children's Rights, Finance and Fundraising. However, if you don't have these specific skills and experience, please read on and find out how to apply. If you are enthusiastic, committed and have an interesting set of skills to bring to the board, you still might be the right person for us.

We are committed to diversity and inclusion in all our work and will continue to develop a diverse board in terms of skills, experience, background and identity, and would urge you to demonstrate these in the short statement we will be asking for.

If you would like any further information on these roles, please get in touch with us. If you email us at [convener@childreninScotland.org.uk](mailto:convener@childreninScotland.org.uk) we can arrange a call.

Yours sincerely,

Maureen McGinn,  
Convener, Children in Scotland

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## About Children in Scotland and our board

Giving all children in Scotland an equal chance to flourish is at the heart of everything we do.

By bringing together a network of people working with and for children, alongside children and young people themselves, we offer a broad, balanced and independent voice. We create solutions, provide support and develop positive change across all areas affecting children in Scotland.

We do this by listening, gathering evidence, and applying and sharing our learning, while always working to uphold children's rights. Our range of knowledge and expertise means we can provide trusted support on issues as diverse as the people we work with and the varied lives of children and families in Scotland.

Children in Scotland is Scotland's largest national membership body for individuals and organisations seeking to improve the lives of children and young people. We are committed to promoting the rights of children. Our vision is that all children in Scotland have an equal chance to flourish.

Our current priorities:

- A. Championing the participation and inclusion of children and young people
- B. Working to ensure that support for children, young people and their families is appropriate, available and accessible.
- C. Challenging inequalities
- D. Leading and developing in the children's sector workforce
- E. Continuing as a sustainable organisation

Our core values of respect and trust; collaboration and participation; transparency and integrity; and being informed, focused and accountable, inform all the work we do and how we do it.

Our board, working collectively, is responsible for the governance of Children in Scotland. It works to ensure that the charity is effectively and properly run and is meeting its charitable purposes. It is chaired by our Convener (currently Maureen McGinn).

It meets four times per year. There may be additional opportunities to participate in other pieces of strategic work. This will depend on the skills, interests and availability of individual board members.

A term on the board is four years and each board member can be on the board for up to two terms plus two years (a maximum of 10 years). However, there is no expectation that a board member remains for the full 10 years. If you can offer us four years of your skills, experience, and energy, then we would be delighted.

We have a strong, effective, diverse and dynamic board. You will be supported in coming on to the board and will be paired with a 'buddy' for the first six months to a year to ensure you have support when you need it.

### **What are the responsibilities of Children in Scotland directors?**

1. To ensure that Children in Scotland conducts its business in line with its Articles of Association (its governing document), the requirements of the Scottish Charity Regulator (OSCR) and relevant legislation.
2. To attend Board of Directors meetings and contribute actively to the role of the Board of Directors in determining strategy and having effective oversight of the work of the organisation.
3. To ensure that the organisation's resources are used to help the charity fulfil its charitable purposes and that its finances are systematically accounted for, audited and made publicly available.
4. To foster effective relationships between members of the Board of Directors, staff, service users, other stakeholders and others who are important to Children in Scotland.
5. To participate where appropriate in the recruitment of senior staff.
6. To promote Children in Scotland and its work.
7. To contribute any specific skills, knowledge and experience to assist the Board of Directors to reach sound decisions. This may include getting involved in specific pieces of work outwith board meetings.
8. To ensure that the values of Children in Scotland are at the heart of everything you do as a director of the charity.

## Candidate Specification

Essential	
Commitment to Children in Scotland	<ul style="list-style-type: none"><li>• Interest in improving the lives of children and their families</li><li>• Commitment to the aims, values, and ethos of Children in Scotland and to making sure that its activities are in line with what the charity has been set up to achieve.</li></ul>
Governance	<ul style="list-style-type: none"><li>• A willingness to learn about good governance</li><li>• Ability to commit the necessary time to actively participate in the board and its work</li><li>• Ability to work collectively as a part of an effective team.</li></ul>
Strategy	<ul style="list-style-type: none"><li>• Ability to contribute to discussions on issues of importance to Children in Scotland</li></ul>
Highly desirable	
Governance and strategy	<ul style="list-style-type: none"><li>• Good understanding of charity governance</li><li>• Good understanding of the external policy environment and how that might impact on the work of Children in Scotland.</li></ul>

### Specific areas of expertise we are interested in:

We are specifically interested in people with the following skills.

Child rights
Do you have specific skills the United Nations Convention on the Rights of the Child and its practical implications? You may be legally qualified, or you may have developed these skills in a practical setting. Either way, we would be delighted to hear from you.

Finance
Oversight of the financial health of a charity is important for the board. We are seeking someone with a financial expertise and either a recognised accountancy qualification or currently in the process of achieving such a qualification. Knowledge of charity accounts would be especially helpful.

Fundraising
Like many charities, fundraising is a core activity that helps Children in Scotland achieve its goals. We would be delighted if you had specific fundraising skills to help with the strategic oversight of that function.

Younger trustees
We are actively seeking to ensure a good age profile for our board and are therefore seeking two younger trustees. You can have skills in any of the above

areas. However, if you have skills in other areas and have energy and enthusiasm for the work of Children in Scotland, we would still like to hear from you.

Through our commitment to improve representation in all that we do, we welcome applications from a range of backgrounds including, but not limited to, care experience, disability, LGBTQIA+ and minority ethnic backgrounds.

### **How to apply:**

Please send your CV and a short letter of no more than 600 words (around one page) telling us why you are interested in joining the board. As well as letting us know why you want to join the board, the letter should give a brief outline of the skills and experience you would bring. If, rather than writing, you would like to submit a video or a voice recording, that would be great. If you would like a template of a CV to use, we can send one to you. In addition, we ask you to fill in our 'Equality and Diversity Monitoring Form'.

Send the CV, covering letter/video/voice recording and Monitoring form to Laura McKale at [recruitment@childreninscotland.org.uk](mailto:recruitment@childreninscotland.org.uk). If you would like to chat about the roles, please send an email and we can arrange a call.

The closing date for applications will be Monday 10 January at 8:30am. Interviews will take place on the 25 or 26 January and will be online. If you could indicate which of these dates would work for you, that would be very helpful.

Thank you for your interest, and we look forward to hearing from you.