

**BOARD OF DIRECTORS (Trustees) – Recruitment Pack****Welcome from Steven Sweeney, 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. Our most recent [achievement report](#) will give you a sense of the work we do on a day-to-day basis.

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. We have a hybrid approach to board meetings and are keen to have representation from across the length and breadth of Scotland. We are very interested in applications from volunteers and employees of our member organisations.

We are seeking four directors to start this year. 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; Senior Leadership within a third sector or public sector organisation (particularly in organisations working with children, young people and their families) and/or income generation. However, if you don't have these specific skills and experience but are still interested, 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 would like to speak to the convener, then please email [ssweeney@childreninscotland.org.uk](mailto:ssweeney@childreninscotland.org.uk). Alternatively contact the CEO at [jturbyne@childreninscotland.org.uk](mailto:jturbyne@childreninscotland.org.uk).

Yours sincerely,

Steven Sweeney  
Convener, Children in Scotland

## Board of Directors (Trustees) – Role description

### About Children in Scotland and our board

Children in Scotland has just celebrated its [30th anniversary](#) and over that time we have been striving to create a Scotland where all children have an equal chance to flourish.

By bringing together our members and a wider 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.

Our current priorities:

- A. Children and young people's views will be listened to, taken seriously and acted upon.
- B. We will deliver quality services that support children, young people, parents, carers and professionals.
- C. We will maintain and build a strong and effective network with a vibrant membership at its core.
- D. We will lead and develop the children's sector workforce.
- E. We will influence policy makers to deliver on our Manifesto priorities.
- F. We will be an environmentally and financially sustainable organisation.

[Here](#) is a link to our strategy which will give you some insight into what these priorities mean in practice.

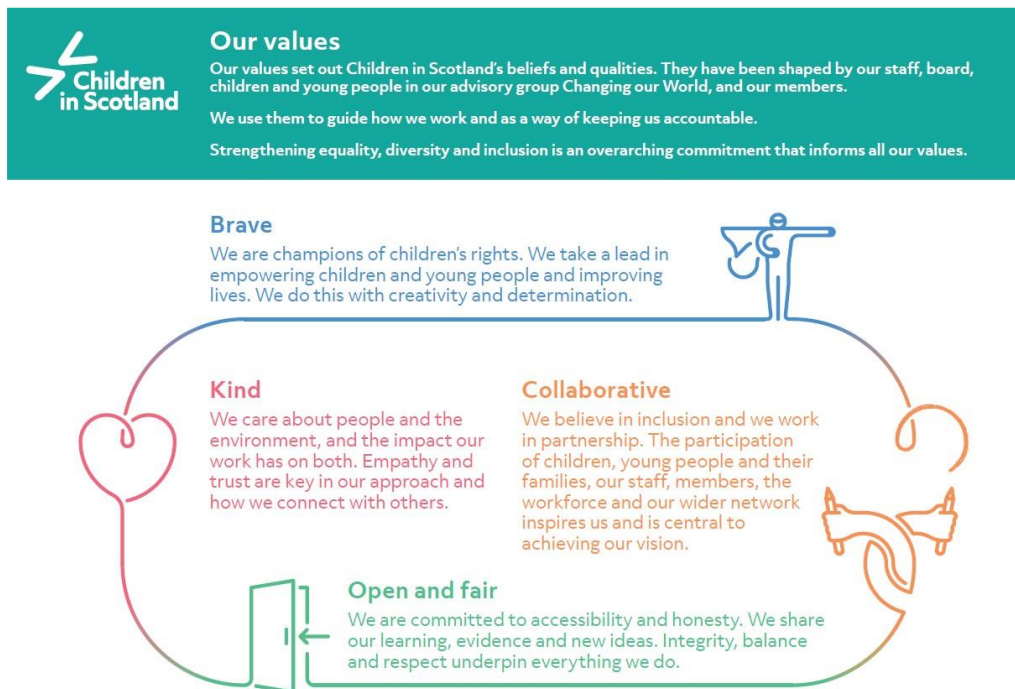
Our core values of brave, kind, collaborative, and open and fair, inform all the work we do and how we do it. Strengthening equality, diversity and inclusion in an overarching commitment that informs all our values.

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 Steven Sweeney).

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.



## 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 basic understanding of charity governance and/or a willingness to learn.</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>• Previous experience of being a trustee/director on a charity board.</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:

For this round of recruitment, we are specifically interested in people with the following skills and abilities.

Child rights
Do you have specific skills lined to 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.

Leadership
Do you have five or more years of working in a leadership role in a third sector or public sector organisation? While not essential, we would be particularly interested if you have played such a leadership role with an organisation working with or for children and young people and their families.

### Income generation

Have you been actively involved in income generation for an organisation? Like many charities, income generation is a core activity that helps Children in Scotland achieve its goals. We would be delighted if you had specific income generating skills to help with the strategic oversight of that function.

### Younger trustees

Are you a young person who is interested in charity governance? We actively seek to attract younger trustees to our board therefore if you have a passion for charities and would like to start your governance journey, this could be the role for you (you have to be over 18 to be a trustee/director in Scotland).

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 covering 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'.

[Download the Equality and Diversity Monitoring Form here.](#)

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 4 March 2024 at 12 noon. Interviews will take place on 18 March 2024.

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