



BOARD OF TRUSTEES RECRUITMENT PACK



January 2022

Welcome from Nancy Barr, Chair of the VASLan Board

Dear Potential Applicant,

I'd like to thank you for taking the time to consider an application to join the VASLan family, as the Third Sector Interface for South Lanarkshire. This short recruitment pack should provide you with some information and explanation of what we are looking for, and equally important, hopefully inspire you to go ahead and pursue this fantastic opportunity.

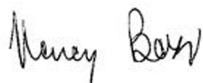
We are looking to appoint 5 new Trustees to the VASLan Board, joining the passionate and committed core group that we hope you feel your skills, knowledge, understanding and experiences may add value to, as we serve South Lanarkshire's Third Sector. We would be particularly pleased to hear from those with accountancy and legal backgrounds, business community leaders, and those with high quality digital skills.

Actively reflecting on the age profile of the Board, we are keen to recruit 1 or 2 younger Trustee(s) (under 30 years old). Being committed to diversity and inclusion in all our work, we will continue to develop a diverse Board in terms of experiences and skills, identity and backgrounds. As part of your application to us, we would encourage you to demonstrate these principles.

If you would like any further information on these roles, or if you'd like to make an informal enquiry, please contact our CEO, Steven Sweeney, on steven.sweeney@vaslan.org.uk.

We look forward to hearing from you.

Yours Sincerely,



Nancy Barr

Chair

What are the responsibilities of VASLan Trustees?

- 1. To be an active member of the board, helping to give the organisation strategic direction**
- 2. To actively contribute at board meetings and help to monitor the implementation of decisions taken at meetings**
- 3. Contribute to the setting of policy, objectives and adherence to, thereafter**
- 4. Ensure the financial stability of the organisation and ensure sound management**
- 5. To appoint independent auditors and approve audited accounts**
- 6. Ensure the organisation complies with its governing documentation, charity law and other relevant regulations**
- 7. Ensure compliance with OSCR and charity law, ensuring annual returns and accounts are submitted in a timely manner**
- 8. To act with integrity, and avoid any personal conflicts of interest or misuse of charity funds or assets**
- 9. To manage, safeguard and protect the assets and resources of VASLan and ensure they are used only for the purposes set out in the Articles of Association**
- 10. To manage and safeguard the reputation of VASLan and oversee external and stakeholder relations**
- 11. From time to time undertake representation tasks by agreement with the Chief Executive**
- 12. To develop and approve VASLan's vision, mission and values**
- 13. To raise the public profile and reputation of VASLan**
- 14. To review and agree any major changes to VASLan**
- 15. To agree alternative action to remedy shortfalls in performance**
- 16. To exercise reasonable care and skills as Trustees using personal knowledge and experience to ensure that VASLan is run effectively and efficiently**

Candidate Specification

ESSENTIAL

Commitment to South Lanarkshire's Third Sector

- Interest in South Lanarkshire's Third Sector, and the role of Third Sector Interfaces
- Alignment of personal values with VASLan's organisational values; Respect, Integrity, Inclusiveness & Commitment

Governance

- A willingness to learn about good governance
- The capacity to commit the necessary time to actively participate in the Board and its work

Strategy

- Ability to contribute to discussions of importance to VASLan

DESIRABLE

Governance & Strategy

- Good understanding of charity governance
- Good understanding of the external policy environment and how that may impact on the work of VASLan and South Lanarkshire's Third Sector as a whole

Specific areas of expertise we are interested in:

Accountancy

- Oversight of financial health
- Accountancy experience and qualification (or working towards)
- Knowledge of charity accounts

Legal

- Knowledge of legal requirements relating to charity law
- Legal experience and qualification (or working towards)

Business Community Leader

- Mission driven individual committed to CSR
- Influencer in the wider business community
- Desire to improve partnership working between sectors

Digital

- High quality digital skills
- Digital solutions to building business resilience
- Innovator

Younger Trustees

- General breadth and depth of skills to make a contribution
- Applications within the outlined specific areas of expertise is welcome, but not mandatory
- Under 30 years of age

Job Advert:

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We are also actively reflecting on the age profile of the Board and are keen to recruit 1 or 2 younger Trustee(s) (under 30 years old). We are committed to diversity and inclusion in all our work and will continue to develop a diverse Board in terms of experiences and skills, identity and backgrounds. As part of your application to us, we would encourage you to demonstrate these principles.

The Board meets approximately 8 times per year normally on Friday mornings. There will, from time to time, be the opportunity for Trustees to join sub-groups, which meet out-with the main Board Meeting on a monthly basis. Trustees are also expected to attend the AGM which is normally held in October/November and to be ambassadors for the work of the Third Sector and VASLan.

To apply for a Trustee role with VASLan, please send your CV and a Covering Letter to Letitia.gallacher@vaslan.org.uk by Monday 31st January.

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

Our Vision and Mission

As the Third Sector interface for South Lanarkshire the Vision is:

"The quality of community and voluntary sector in South Lanarkshire is among the best in Scotland"

To achieve this we are committed to being sustainable and innovative in delivering all our activities and services. This will enable us to achieve our mission for communities:

"To shape, strengthen and serve a strong, vibrant, empowered and inclusive volunteering community and Third Sector in South Lanarkshire"

Our Remit

Voluntary Action South Lanarkshire is South Lanarkshire's Third Sector Interface (TSI). Third sector Interfaces across Scotland are required by the Scottish Government to operate within 4 core areas of activity:

Volunteering development
Social Enterprise development
Supporting and developing a strong third sector
Building the third sector relationship with community planning

Within these 4 core areas we deliver a wide range of activities and services designed for the benefit of the Third Sector and wider community.

We also balance these with key and emerging local and national developments impacting on communities, and prioritise our activities to maximise our resources and focus on where we can make the greatest difference.

We participate in a number of strategic partnership boards, groups and networks representing the Third Sector at all levels of engagement which cover the four core areas.

Brief History

Voluntary Action South Lanarkshire Limited (VASLan) is a charitable company, limited by guarantee, as defined by the Companies Act 2006 incorporated on 5th October 2006 and is a recognised charity.

The company was established under a Memorandum of Association which recognised the objects and powers of the charitable company and is governed under its Articles of Association. In 2011 the charitable company proposed and adopted revised Articles of Association facilitating the establishment of a South Lanarkshire Interface. These Articles were renewed in 2016.

The charitable company passed a special resolution on 4th February 2011 changing its name from Local Communities Development Trust Ltd to Voluntary Action South Lanarkshire.

The formal merger of staff was effected from 1 April 2011 and completed 30 June 2011 with the staff members of CVS Hamilton & East Kilbride, Create - Cambuslang and Rutherglen Ltd & Volunteer Centre South Lanarkshire Ltd coming together under the Company - Voluntary Action South Lanarkshire.

Voluntary Action South Lanarkshire is the third sector interface organisation for South Lanarkshire. Our work is varied supporting the third sector, and working with our partners including Scottish Government, South Lanarkshire Council, NHS Lanarkshire, Police Scotland and the Scottish Fire and Rescue Service.

