



**VASLAN**  
SOUTH LANARKSHIRE

*Third Sector Interface*

## Board of Trustees Recruitment Pack



**November 2022**

## **Welcome from Nancy Barr, Outgoing 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 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 a new Chair to lead on the ongoing good governance of VASLan. For the new Chair, we are looking for a values-based leader who's personal values align with those of the organisation and sector. You will Chair our Board Meetings, line manage our CEO and represent VASLan at key events.

We are also looking to appoint 2 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 within, as we serve South Lanarkshire's Third Sector. For the 2 new Trustees we would be particularly pleased to hear from third sector leaders, those with accountancy and legal backgrounds, and those with high quality digital skills.

My nine years serving on the VASLan board have given me the great privilege of meeting amazingly dedicated and passionate people who have a vision to improve community life. The three years as Chair, have seen our sector at its best, responsive, committed and recognised for the value it brings to communities, individuals and families and local economies.

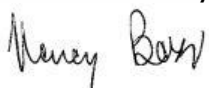
The best way to predict the future is to create it, and VASLan have an important role to play in preparing the sector for the challenges and opportunities that lie ahead.

Actively reflecting on the age profile of the Board, we are keen to recruit 1 or 2 younger Trustee(s) (under 40 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](mailto:steven.sweeney@vaslan.org.uk).

We look forward to hearing from you.

Yours Sincerely,



Nancy Barr

## Who Are We:

**We are VASLan, the Third Sector Interface for South Lanarkshire.**

**We are proud to serve South Lanarkshire's Third Sector!**

**Our STRATEGY: Moving to Action 2022-24**

### [Moving to Action 2022-24](#)



[Video](#)



[Document](#)

**Our VISION: Resilient and empowered communities creating a stronger, fairer and more equitable South Lanarkshire with volunteers and thriving local third sector organisations at its heart.**

**Our MISSION: Enabling volunteers & local third sector organisations to deliver transformational change**

**Our VALUES: Respect | Integrity | Inclusiveness | Commitment**

### [Annual Report](#)



## What do our values actually mean to your potential fellow Board colleagues, and the VASLan staff?



**Monica Allen, Social Enterprise for Health Development Officer**

**Respect** - We will respect the abilities, qualities, knowledge and achievements of colleagues and partners and take into consideration any time commitments when planning and executing collaborative work.



**Niall McShannon, Trustee**

**Respect** - We respect that our passionate, diverse sector is community led and hugely focussed on delivering on the ground for individuals and communities



**Nick Jones, Video & Media Officer**

**Integrity** - We will practice and encourage open and honest communication, gain respect and trust through dependability and be responsible for our actions.



**Maureen Price, Trustee**

**Integrity** - We will be honest and straightforward in all our intentions and actions, both internal and external, and will put our principles into practice for the benefit of the whole third sector in South Lanarkshire.

## What do our values actually mean to your potential fellow Board colleagues, and the VASLan staff?



**Peter McGhee, Sustainability & Collaboration Development Officer**

**Inclusiveness** - We will welcome, accept and value the contributions of All especially those who may otherwise be marginalised, and will provide mechanism's to recognise collaboration as a strength. We will ensure everyone is given the opportunity and support to reach their full potential.



**Terry Paterson, Trustee**

**Inclusiveness** - We are more effective when all voices are included in the decision-making process within our communities across South Lanarkshire.



**Letitia Gallacher, Admin Services Manager**

**Commitment** - We will show enthusiasm and commitment towards our shared goals, mission and vision of the Third Sector. Cultivating a strong work ethic and taking ownership of our responsibilities and commitments.



**John Cassidy Vice Chair**

**Integrity** - We will keep our priorities straight and stay focused on what's important. We know, inherently, what we believe must drive how we behave, and how we behave ultimately determines the reputation we enjoy, and the legacy we leave behind.

## **Trustee Voice: November 2022**

This specification was written collaboratively by the current board members 'when asked what they hope to find in an incoming Chair.

It is important that the Chair is neutral, can effectively involve and expertly facilitate, the voices of all. We have and will continue to add, a breadth of Trustee experience that provides oversight of our activities with additional healthy challenge and scrutiny.

### **Person Specification**

- Good problem identifier and solver
- Highly developed interpersonal skills
- Excellent communicator both orally and on paper
- Effective operator at all levels and in all contexts
- Open and transparent style
- Strong commitment to the vision for VASLan
- Super listener
- No big ego but self-confident
- Team player
- Recognising the importance of asset-based values

### **Skills & Experience**

- A strong knowledge and understanding of the political environment at local, national and UK level
- Experience in the community sector
- High level of understanding of voluntary, community and social enterprise sector
- Experience in community development
- Financial awareness
- Strong leadership skills which inspire others
- The ability to operate at the level of a senior professional
- The ability to build a respectful and productive relationship with the CEO and team
- Able to provide autonomy and trust in CEO, while supporting robustly as and when required

The person should preferably have strong South Lanarkshire roots, have an interest in Pan-Lanarkshire agendas, and ideally a connection to Glasgow City Region, enabling the opening of new doors for us to be better connected with the wider area. Our search will consider ethnic diversity and representation including the possibility of a student, young person, or young adult.

## **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	<ul style="list-style-type: none"> <li>- Interest in South Lanarkshire's Third Sector, and the role of Third Sector Interfaces</li> <li>- Alignment of personal values with VASLan's organisational values; Respect, Integrity, Inclusiveness &amp; Commitment</li> </ul>
Governance	<ul style="list-style-type: none"> <li>- A willingness to learn about good governance</li> <li>- The capacity to commit the necessary time to actively participate in the Board and its work</li> </ul>
Strategy	<ul style="list-style-type: none"> <li>- Ability to contribute to discussions of importance to VASLan</li> </ul>

### DESIRABLE

Governance & 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 may impact on the work of VASLan and South Lanarkshire's Third Sector as a whole</li> </ul>
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## 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 40 years of age



## **Job Advert**

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**We are also looking to appoint 2 new Trustees to the VASLan Board, we have a passionate and committed core group that we hope you feel your skills, knowledge, understanding and experiences may add value too, 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. We are also actively reflecting on the age profile of the Board and are keen to recruit 1 or 2 younger Trustee(s) (under 40 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](mailto:Letitia.gallacher@vaslan.org.uk) by Friday, 25<sup>th</sup> November at 05:00 pm.**

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

[www.vaslan.org.uk](http://www.vaslan.org.uk)

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**Voluntary Action South Lanarkshire**  
**Scottish Charity: SC037696 | Company Ltd: SC309701**

**Mailing Address:**  
**128 Almada St, Hamilton ML3 0EW**

**Phone: 01698 300390 | Email: [office@vaslan.org.uk](mailto:office@vaslan.org.uk)**

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#### 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.

