

ROLE DESCRIPTION:

Role Title:	Director and Trustee
Location:	Remote and attending Board meetings
Salary:	Unpaid voluntary position, reasonable expenses will be reimbursed
Key Relationships:	CRNS CEO and Staff, CRNS Members, Wider stakeholders

Background

Community Resources Network Scotland (CRNS) is Scotland's national reuse, repair and recycling charity. CRNS's vision is to see a more circular economy in Scotland. Key to CRNS's identity is that it is a membership organisation – it exists to support its members who are delivery community resource activities across Scotland.

Role Purpose

The purpose of the role of CRNS director is to, along with other directors, provide strategic leadership and good governance for CRNS. This includes meeting the legal requirements of Trustees of the organisation.

Key Responsibilities and Tasks

1. To ensure CRNS complies with its Articles of Association, company and charity law and any other relevant legislation or regulations.
2. To ensure that CRNS pursues its aims and objectives as defined in its Strategic Plan.
3. To ensure CRNS applies its resources exclusively in pursuance of its charitable objects.
4. To contribute actively to the Board in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
5. To safeguard the good name and values of CRNS.
6. To ensure the effective and efficient administration of CRNS.
7. To ensure the financial stability of CRNS.
8. To appoint the Chief Executive Officer and monitor their performance.
9. Support the Chair, Vice Chair and Treasurer in the leadership of the Board.

Practicalities

A key focus for directors is attending and contributing to Board Meetings which are held on a regular basis (normally bi-monthly) normally in the central belt (with option to video conference in). The Director should use any specific skills, knowledge or experience they have to help the Board and Staff reach sound decisions in the best interest of CRNS and its membership. This will involve scrutinising Board meetings papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives or on other issues in which the Director has special expertise.

Full induction and training will be provided when joining the board. We are particularly keen to attract a diverse range of candidates to the Board and would therefore ask that you let us know if you have any specific support needs in this role.

PERSON SPECIFICATION

The successful candidate must be able to demonstrate the essential criteria below.
Desirable criteria will primarily be used to distinguish between closely matched candidates.

Criteria	Essential	Desirable
Personal Attributes		
A willingness to lead the organisation	✓	
A commitment to the organisation and its objectives	✓	
A willingness to devote the necessary time and effort	✓	
A willingness to speak their mind	✓	
Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership	✓	
An understanding and acceptance of the legal duties, responsibilities and liabilities of Directors and Trustees	✓	
Key Skills		
Strategic vision	✓	
Good, independent judgement	✓	
An ability to work effectively as a member of a team	✓	
Possesses tact, diplomacy and powers of persuasion	✓	
An ability to think creatively and ask challenging questions		✓
Qualifications		
Relevant business, legal, leadership, marketing, sector qualifications		✓
Experience		
Have experience and understanding of the Community Resources sector	✓	
Currently works for a CRNS member organisation (potentially in a voluntary capacity) – essential for Membership directors only	✓	
Wider experience which may benefit the CRNS board such as management, leadership, legal, human resources, marketing, communication and sector experience		✓
Have experience of serving as a director of other organisations		✓