

## Panel Member Application Pack

### Introduction

The Scottish Fundraising Standards Panel (“the Panel”) was established in December 2016 to oversee enhanced self-regulation of fundraising in Scotland. The core functions of the Panel are:

- to be responsible for fundraising standards in Scotland and
- to handle fundraising complaints related to Scottish registered charities.

The Panel works with a variety of stakeholders to achieve its functions; including working with the Fundraising Regulator in proposing and considering any amendments to the Code of Fundraising Practice and working with the Chartered Institute of Fundraising to promote fundraising standards of Scottish registered charities.

We are looking for new members to join the Panel who are committed to supporting the enhanced self-regulatory system of fundraising in Scotland and who will contribute to the Panel’s strategic thinking. We are looking for a number of new Panel members; therefore, it is not an essential requirement that you currently work or have worked within Fundraising or in the Charities sector generally.

### What are we looking for?

Applicants should have excellent communication skills with an ability to communicate effectively with people at all levels, in writing and verbally, be able to work effectively as part of a team, and be able to analyse information to inform decision-making. Applicants should also be able to contribute to the overall skillset of the Panel and, therefore, should also have skills in (or be looking to develop skills in) any of the following areas:

Personal Trait, Experience or Expertise	Essential/ Desirable
Complaints management and Quality assurance - to be able to benchmark against given standards and ensure standards are observed and adhered to and carry out investigations and propose fair and reasoned responses to complainants.	Essential
To be able to identify and propose improvements in practice.	Essential
Experience of Fundraising (including senior fundraisers, community fundraisers, small charity fundraisers, university fundraisers, commercial involvement, etc.)	Desirable
Experience of Governance and the role of charity trustees	Desirable
Experience of working in a cross-border charity (for example, a charity that has dual registration with OSCR and the Charity Commission)	Desirable
Experience of working in a small charity	Desirable
Strategy development	Desirable
Data Protection	Desirable
Charity Law	Desirable

We would encourage not just those with previous experience of working on a board to apply, but also those who wish to develop their skills in this area and are willing to learn.

### **Appointment details**

It is anticipated that interviews will take place on Microsoft Teams, the week commencing 26<sup>th</sup> July 2021.

It is proposed that successful candidates will be appointed at the next meeting of the Panel on 7th September 2021.

The successful candidates would be expected to attend this meeting.

Panel members may stand for a period of up to three years, with the possibility of re-appointment subject to evidence of effective performance and satisfying the skills, knowledge and personal qualities required at the time of re-appointment.

### **Time Commitment**

The formal time commitment would include attending 4 meetings per annum (each meeting lasts for up to four hours and are held during the day time), participating in engagement events throughout the year and contributing to policy and consultations as they arise. When in-person events resume, it is anticipated that any commitment to attend events will be limited to no more than 2 to 3 times a year, however may require your participation for the full day.

### **Location**

Meetings will usually take place via Microsoft Teams and it is anticipated that when in-person meetings resume (March 2022) they will be held in Edinburgh and Glasgow but may also take place in other locations as appropriate.

### **Remuneration**

Travel and subsistence costs incurred as a result of carrying out the duties associated with this appointment will be reimbursed.

**Please note, as the Panel's legal status is a Company, successful applicants will be appointed as Directors of the Company. Therefore, applicants must not be disqualified from being a Director at Companies House.**

If you are interested in applying, simply complete the application form and return to [info@goodfundraising.scot](mailto:info@goodfundraising.scot)

Closing date for applications is **11:59pm on Friday 16<sup>th</sup> July 2021.**