**Disability Equality Scotland**

**Become our Director**

**Young Director Role Description**

**What is a Director?**

The Board of Directors are the people who have general control and management of the charity and are responsible for making sure that the charity works to achieve its charitable purposes (the reasons the charity exists). <https://www.oscr.org.uk/guidance-and-forms/guidance-and-good-practice-for-charity-trustees/introduction/>

For companies registered in Scotland, the rule is that a director must be at least 16 years old.

As Disability Equality Scotland is also a Company Limited by Guarantee, trustees automatically become a Company Director.

**About Disability Equality Scotland**

* We are a national charity working to make life more accessible, equal and inclusive for disabled people in Scotland
* We promote access in its widest sense, including access to the built and natural environment and access to the same opportunities as are enjoyed by others in our communities, promoting a life of dignity, respect, choice and independence. This extends beyond physical access to include access to information, access to inclusive communication and inclusion in decision-making, whether with planners over inclusive design or transport providers about accessible travel.
* We represent the views of individuals with any type of impairment, as well as disability organisations and groups who share Disability Equality Scotland’s values.
* We are the umbrella organisation for all disability Access Panels in Scotland, providing them with support and guidance to improve the lives of disabled people at a local level throughout Scotland.
* We are membership led.
* We work to influence the policies of the Scottish Government, which affect how disabled people live and we work to encourage others to be inclusive and informed in their attitudes towards disabled people.

**Benefits of being a Young Director**

We recognise that diversity is a key aspect of good governance, ensuring that our organisation can draw upon a wide range and appropriate mix of skills, experience and perspective. Fewer than 2 per cent of charities actually have a young trustee serving on their board, we want to help change this.

While being a director is a responsible and often challenging role, it is also extremely rewarding, particularly for those who are looking to build their knowledge and experience within a vibrant and diverse sector.

This is why back in 2018 we sought approval through our membership to add a Young Person membership category (12-17 Years). We now feel it is important we seek a young perspective on our board to help support us with engagement and communications with young people, enabling us to attract more young people to join Disability Equality Scotland.

The benefits for young people to apply to become a director with us are as follows:

* Have a positive impact on the lives of disabled people
* Learning and Development, increasing employment opportunities
* Build confidence
* Meet new people
* Develop presentation skills
* Professional development
* Opportunities to shape our organisation’s work
* Increase your knowledge of the charitable sector

**Become a Director with Disability Equality Scotland**

Disability Equality Scotland is seeking to recruit young individuals aged between 16 and 24 years who have lived experience, knowledge or understanding of disability, to join our Board of Directors. By joining Disability Equality Scotland’s Board of Directors, you will help to improve accessibility for disabled people in Scotland.

To carry out this role, you will require enthusiasm and commitment for the work of Disability Equality Scotland and will be a team player with a willingness and appetite to get involved with new activities.

**How we will support you**

We will:

* Introduce you to the organisation and your new role (induction)
* Provide training on all aspects of this role
* Provide you with an induction handbook which clearly outlines time expectations from all directors, detailing how many meetings per year, length of meetings and time expected to prepare in advance
* Provide a dedicated person who will be available to give you continuous support, advice and guidance. Other team members will also be available for help, support and advice
* Provide board papers at least 2/3 weeks in advance of each board meeting to allow time to read through them

Our Board are committed to continuous learning and development and working as a team to share knowledge and experience.

**Duties and Responsibilities**

As a member of the Board of Directors you will work closely with other Board members to provide governance and contribute to the overall strategy of the organisation, ensuring that it meets its objectives and primary aims as a charitable organisation. You will also be required to:

* Ensure effectiveness of, and accountability for Disability Equality Scotland’s operations, aligned with our primary aims and criteria set by our funders.
* Communicate effectively with Board members, the Chief Executive Officer and staff, as well as other stakeholders, including Access Panels and their members.
* Championing the primary aims of the organisation and ensuring that our work is always focused on those it works to serve.

**Key Skills and Experience**

You will be a credible spokesperson for the charity with the ability to communicate effectively across all levels and backgrounds.

You will be balanced in your approach to governance, able to make good decisions and communicate your thoughts and ideas to others effectively.

You will understand the duties and responsibilities of a board member and work to these accordingly.

You will understand The Equality Act 2010 and promote this legislation, embedding it in your thoughts and actions.

Key Skills and Experience required:

1. Knowledge and understanding of living with a disability, for example:

* as a young disabled person
* personal or family experience
* as a carer
* experience in a work or voluntary capacity

1. It would also be good if you know about:

* Disability organisations
* The Law
* Equality
* Access to places
* Managing money
* Treating others equally
* Raising money for a charity
* Promoting and selling
* Media
* Policy
* Politics
* Housing

**Time Commitment**

Board meetings are held quarterly, and you will be required to give a maximum of eight days per annum.

Four days will be used for Board Meetings and 1 day for our Annual General Meeting. You will also be required to attend our Access Panel Conference, held in the Spring of each year. Further days may be necessary to allow for any interim meetings or training, which may arise over the course of the year, totalling a maximum of 8 days.

Board Meetings are held quarterly and currently scheduled as follows from 10am-12pm by Zoom, this will be subject to change:

Wednesday 28 October 2020

Wednesday 27 January 2021

Wednesday 28 April 2021

**Communication**

You will be required to be contactable by email and/or by phone to consult on decisions or documents which require comment between board meetings. It is vital that board members are able and willing to contribute where required, and that this is understood as a necessary part of the appointment.

**Expenses**

All reasonable expenses will be reimbursed in line with our expense policy. If necessary, accommodation will be organised by our office and travel expenses will be processed via our internal claim form at each board meeting.

**Additional information**

The successful applicant will be subject to a check under the Protecting Vulnerable Groups scheme. These costs will be met by Disability Equality Scotland.

For an application pack please contact Morven Brooks 0141 370 0968 or [Email admin@disabilityequality.scot](mailto:Email%20%20admin@disabilityequality.scot)